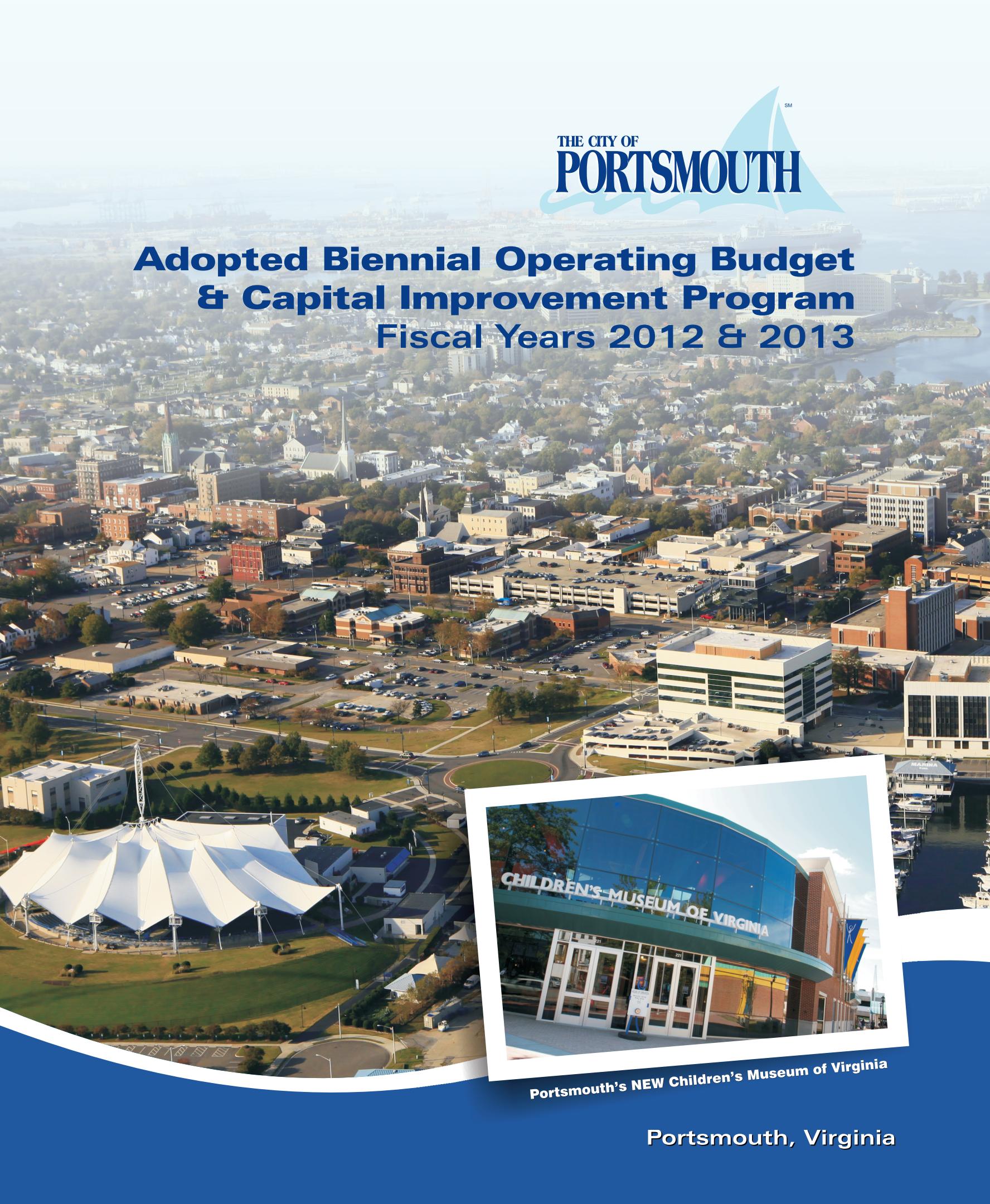


THE CITY OF  
**PORTSMOUTH**

SM

# **Adopted Biennial Operating Budget & Capital Improvement Program Fiscal Years 2012 & 2013**



Portsmouth's NEW Children's Museum of Virginia

**Portsmouth, Virginia**

# *Portsmouth*

# *City*

# *Council*

Mayor Kenneth I. Wright  
Vice Mayor Charles B. Whitehurst, Sr.  
William E. Moody, Jr.  
Marlene W. Randall  
Stephen E. Heretick  
Paige D. Cherry  
Dr. Curtis E. Edmonds, Sr.

# *Executive Management Team*

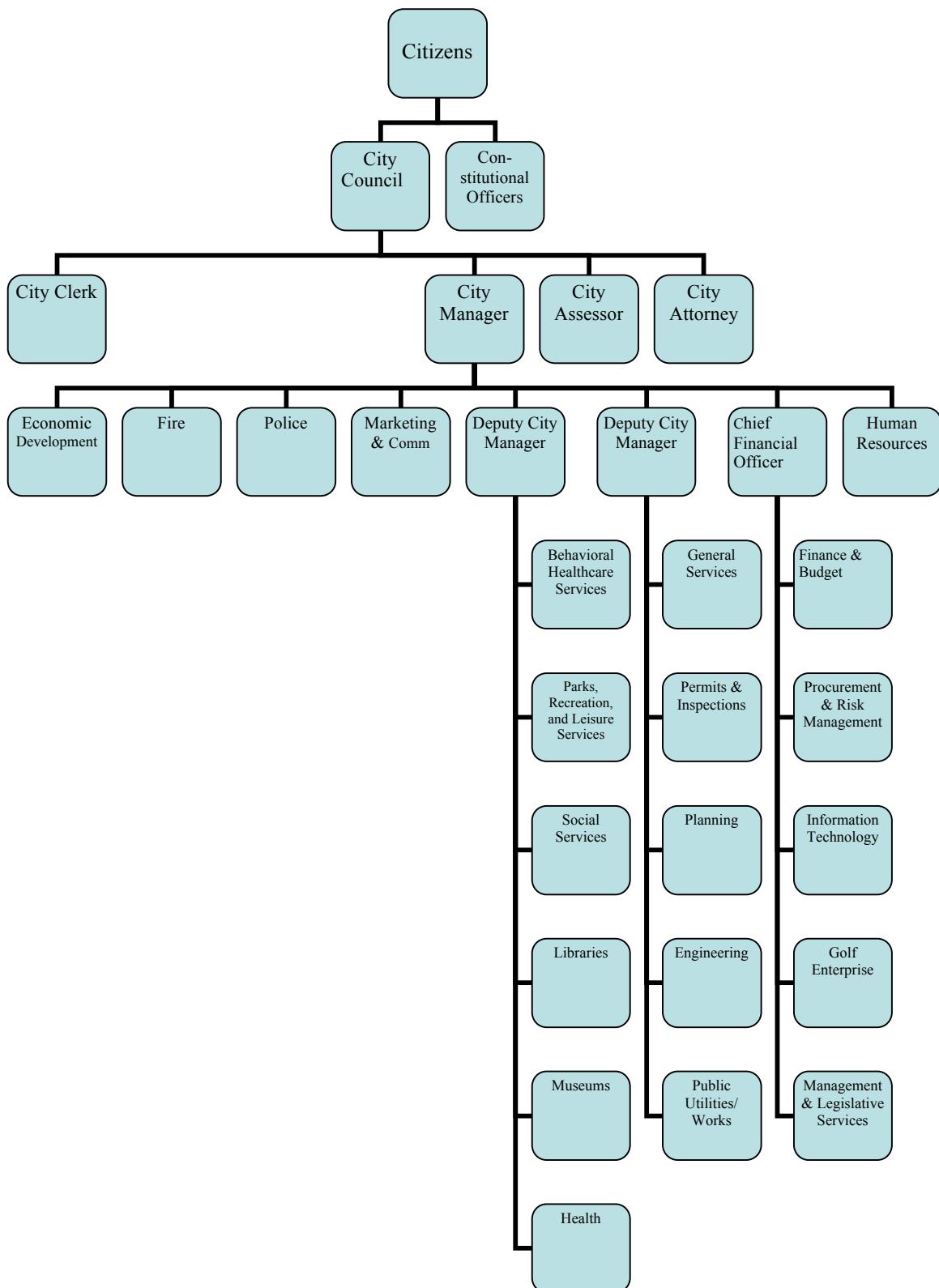
City Manager Kenneth L. Chandler  
Chief Financial Officer Betty J. Burrell  
Deputy City Manager Paul D. Holt III  
Deputy City Manager Brannon Godfrey, Jr.

## *Budget Team*

Management Budget Administrator Steven L. Lynch  
Senior Budget Analyst Karen D. Bento  
Budget Analyst Soji Johnson  
Accounting Specialist III Teresa R. Morgan



# Organization of the City of Portsmouth



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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Portsmouth  
Virginia**

For the Biennium Beginning

**July 1, 2009**

A handwritten signature of the President, which appears to begin with the letters "H" and "R".

President

A handwritten signature of the Executive Director, which appears to begin with the letters "Jeffrey R." followed by a surname.

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented the Distinguished Budget Presentation Award to the City of Portsmouth for its annual budget for the fiscal year beginning July 1, 2009.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device.

The Award is valid for the one-year period only. We believe our current budget continues to conform to program requirements and we are submitting it to GFOA to determine its eligibility for another award.

THE CITY OF  
**PORTSMOUTH**

**City Manager's Report**  
**Submitted by Betty J. Burrell, CFO**  
**Item Number: 11-188**  
**May 10, 2011**

**Issue:**

- Adoption of the following ordinances recommending the proposed Operating Budget for the Fiscal Year beginning July 1, 2011 and ending June 30, 2012.

**Background:**

- On March 29, 2011 the City Manager presented to City Council and the public the Proposed FY 2012/FY2013 Biennial Operating Budget. Several budget discussions were held by City Council at public work sessions on April 5, April 11, April 12, April 19, April 25, and April 26. A budget public hearing was held on April 12 and another public hearing is scheduled for May 10, 2011 for Council to receive public comments.

**Discussion:**

- The FY2011-12 Operating Budget is balanced by increasing the City's real estate tax rate by three cents (3¢) from \$1.24 to \$1.27 per \$100 of assessed value.
- \$553,631,327 is required for the operation of City Government during the fiscal year beginning July 1, 2011 and ending June 30, 2012.
- The new Classification and Pay Plan for City employees encompasses a one-time 2% bonus for general employees and a one-time 1% bonus for the Portsmouth Supplemental Retirement System and the Fire and Police Retirement System, as defined in the Classification and Pay Plan effective July 1, 2011.
- Sec. 31.1-5 and Appendix A relating to stormwater utility fees are amended by increasing the equivalent residential unit (ERU) rate for residential and non-residential accounts from \$7.00 to \$8.25 per ERU. This shall be applicable to all bills rendered after July 1, 2011.
- Sec. 38-83 and Appendix A of the City Code are amended to increase meter rates for water in the following manner:
  - Rates for water supplied to customers within corporate limits of the City are increased from \$4.24 to \$4.49 per one thousand gallons or from \$3.1715 to \$3.3590 per one hundred cubic feet of water supplied.
- Sec. 38-117 and Appendix A of the City Code are amended to increase sewage disposal rates in the following manner:
  - Charges for the disposal of sewage discharged into the city system are increased from \$3.31 to \$3.51 per one thousand gallons or from \$2.4790 to \$2.6250 per one hundred cubic feet. The minimum charge for such service is increased from \$2.86 to \$3.03 per month.
  - Charges for sewer service for dwelling units in premises with unmetered water connections are increased from \$16.57 to \$17.55 per month.

- Sec. 9.1-12(c)(1) and 40.1-2.2(c) and Appendix A relating to certain Planning Fees and Chesapeake Bay Preservation Area Overlay District fees.
- Sec. 25-91.1 and Appendix A establishing fees for Pokey Smokey II.
- Sec. 25-91.2 and Appendix A establishing fees for the Neighborhood Facility Splash Park.
- Sec. 25-148 and Appendix A amending the months to which Golf Seasonal Fees are applicable.
- Sec. 19-150 and Appendix A relating to museums admission fees are amended by establishing new rates effective upon adoption for all City-owned museums.
- Sec. 22-603 and 22-637 and Appendix A are amended by establishing new parking rates for Crawford Street and Civic Center parking lot meters.

**Financial Impact:**

- By Virginia law, the operating budget must be balanced with estimated revenues and other funding sources equaling appropriations. The Proposed Operating Budget for fiscal year 2012 complies with this law.

**Staff Recommends:**

- Adoption of the following proposed ordinances. *Vision Principles: Bold New Directions, World Class Maritime Center, Thriving Neighborhoods and a Sense of Community, A Robust and Prospering Economy, Lifelong Learning, and Pride of the Past, Promise of Future:*
  - a. Adoption of an ordinance imposing and levying taxes for each Fiscal Year beginning July 1<sup>st</sup> and ending June 30<sup>th</sup>, unless otherwise changed by City Council, on real estate at a rate of \$1.27 per \$100 of assessed valuation, and on tangible assessed value, privately-owned camping trailers and motor homes, and machinery and tools with the City of Portsmouth, for the purpose of raising revenue for the support of governmental operations, the public free schools, and to pay principal and interest on the public debt.
  - b. Adoption of an ordinance adopting the FY 2011-2012 Classification and Pay Plan for Employees of the City of Portsmouth, Virginia.
  - c. Adoption of an ordinance to amend Chapter 31.1 of the City Code pertaining to stormwater utility fees.
  - d. Adoption of an ordinance to amend Chapter 38 and Appendix A of the City Code pertaining to rates for water and sewage disposal services.
  - e. Adoption of an ordinance to amend Chapter 19 and Appendix A of the City code pertain to the period applicable to Museum admission fees.
  - f. Adoption of an ordinance to amend Chapter 25 and Appendix A of the City Code pertaining to rates for Pokey Smokey II and Splash Park Fees.
  - g. Adoption of an ordinance to amend Chapter 25 and Appendix A of the City code pertain to the period applicable to Golf seasonal fees.
  - h. Adoption of an ordinance to amend Chapters 9.1 and 40 and Appendix A of the City Code by establishing and amending certain fees for services provided by the Department of Planning.
  - i. Adoption of an ordinance to amend Chapter 22 and Appendix A of the City code pertain to the period applicable to certain Parking fees.
  - j. Adoption of an ordinance to appropriate \$553,631,327 for the operation of City Government during the Fiscal Year beginning July 1, 2011 and ending June 30, 2012.

**Next Steps Following Council Action:**

- The City Manager has ultimate responsibility and authority for implementation of the Annual Operating Budget. The Chief Financial Officer has day-to-day responsibility for ensuring the budget is spent as appropriated by the City Council.

**Attachments:**

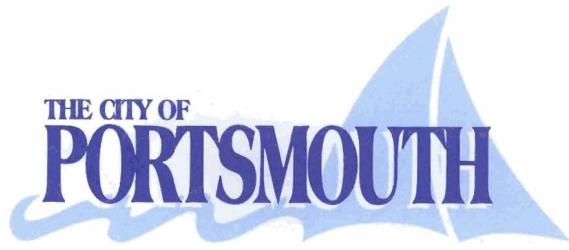
- Real Estate and Personal Property Tax Ordinance (a)
- Classification and Pay Plan Ordinance (b)
- Stormwater Utility Fees Ordinance (c)
- Water and Sewage Disposal Services Ordinance (d)
- Museums Ordinance (e)
- Pokey Smokey II and Splash Park Fees Ordinance (f)
- Golf Seasonal Fees Ordinance (g)
- Planning Fees Ordinance (h)
- Parking Ordinance (i)
- Operating Budget Appropriation Ordinance (j)



A handwritten signature in black ink, appearing to read "M. Oh".

---

**City Manager**



March 29, 2011

The Honorable Mayor Kenneth I. Wright and  
The Honorable Members of City Council

Dear Mayor Wright and Members of Council:

### **Introduction**

As our country's economy continues to teeter and as its impact is being felt in the varying industries of the private sector and at all levels of government, the City of Portsmouth continues to advance its efforts in the direction of achieving positive outcomes and meaningful results. The ultimate goal is to achieve a quality of life that can be enjoyed by all the citizens of this City. As this effort and direction progresses, the fiscal challenges, addressed by prior fiscal year budgets, continue to be present as the FY 2012-2013 Biennial Budget was prepared and now presented. The recommended balance budget for FY12 and FY13 are \$553,631,327 and \$558,951,772 respectively. This proposed budget exhibits our continuing commitment to strong financial management practices. As the generation of new local revenue sources is stymied, coupled with the diminishing aid from the Commonwealth of Virginia, the recommended budget is balanced without the use of our 15% fund balance. As the biennial budget methodology is now established in the City, the FY12 budget is appropriated by the Council while the approved FY13 budget will provide the basis for our future operating and financial plans. Additionally, the City's multi-year capital improvement plan includes an appropriation for FY12 and approval of subsequent four years through FY16.

### **Budget Theme**

The theme from FY 10-11, "Sustaining our obligations in a sea of uncertainty" continues to be applicable and worthy of repeating; yet this year's theme, "Navigating the sea of economic challenges, while visioning the horizon of prosperity" provides the visionary look into a prosperous future.

### **Our Financial DNA**

The prevalent history of this City is not forgotten nor is it dismissed as we vision the future for our corporate and residential citizens, warmly referenced as the Portsmouth Family. The 2010 census revealed a decline in the City's population base to approximate 95,000 from a level of approximately 102,000 people. This decline clearly demonstrates and emphasizes one of the contributing factors to the City's continuing fiscally stressed

### **Office of the City Manager**

801 Crawford Street • Portsmouth, VA 23704-3822 • Phone 757-393-8718  
(757) 393-8641 Office<sup>1</sup> • (757) 393-5241 Fax

condition. The demands upon our resources to sustain quality of life elements to include education, public safety, transportation and water and sewer infrastructure, are still a reality. The challenge to sustain and upgrade these tangible and intangible assets continues for our fiscally stressed City. The commonality of these fiscal challenges are shared by the Council, our Administration, and our citizens as we collectively continue to pursue identification of those methods and workable plans that will provide for the sustainment and enhancement of the quality of life elements we enjoy and desire to create for future generations. The use of strategic planning and calculated risk taking strategies continue to be deployed in an effort to maximize our service delivery. This serves to shield us from the potential financial, human, and catastrophic events being experienced in the immediate area and throughout the Untied States.

### **Our Obligations**

Being a municipal entity that has fiscal responsibilities that we have created or generated to sustain our living environment or service delivery levels, we remain vigilant in our effort to meet these obligations. A significant and continuing financial obligation is related to the City's construction of the new Courts facilities brought about by a lawsuit filed by the Commonwealth of Virginia. We continue our commitment to provide a level of funding for education to sustain its human and structural assets, as the Council preserves its recognition of education as a key priority. Additionally, having to respond to an Environmental Protection Agency (EPA) regional consent order for Sanitary Sewer Overflow (SSO) is a significant challenge. These and other elements related to the City's operation are prevalent issues of our future that will be achieved with sound financial management philosophies and practices. This is evidenced by the key rating agencies recognizing and awarding the City with credit rating upgrades: (Moody's Aa2, stable outlook, Standard's & Poor's AA, stable outlook and Fitch AA, stable outlook). This is an affirmation of the City's progressing financial stability.

### **Revenues**

Staff continues its methodology of prudent revenue forecasting as this budget and financial plan preserves the recognition of the City's collection rate at the 96% level, an industry standard. A continuing practice of exhibiting gross revenues is sustained as the tax relief funding is exhibited independently and funded at a maximum of \$3 million.

This biennial budget's real estate tax rate has a recommended increase of six cents from \$1.24 to \$1.30 per \$100 assessed. The projected revenue that will be generated is approximately \$4.2 million. This increase will fund a 2% general wage increase for non-sworn employees, a 1% COLA for retirees, funding \$1.4 million of the request from the public school system and the rise in operating costs.

The budget exhibits various increases in fees for certain categories related to the operation of the public utilities, certain recreation amenities, as well as planning and parking. Conversely, a refuse fee reduction from \$37.52 to \$35.36 per month is proposed.

This budget proposes a carefully planned use of excess FY10 fund balance for one-time, nonrecurring expenses in both FY12 and FY13. This administration is extremely cognizant of the importance of not using one-time revenue for recurring costs.

### **Expenditures**

Resulting from the extensive time, effort and the commitment by the Council to compensate our public safety employees (sworn police and fire personnel), the appropriate funding to sustain a competitive wage level is included in the budget. This funding of a market-step increase will be evaluated utilizing a market study and implemented if necessary.

This budget will partially fund the \$9.6 million increase in funding requested by the Portsmouth Public School (PPS) administration. The City's inability to generate significant new revenue does not permit or facilitate the full funding of the requested amount. Two cents of the proposed real estate tax increase, which will generate approximate \$1.4 million, will be coupled with existing risk management pooled funds accumulated by the PPS to fund their needs. This serves to satisfy Council's commitment to sustain or enhance the funding to PPS. The proposed local funding level is \$51.7 million.

Funding is proposed in this budget to provide increased compensation to the general wage employees. A 2% general wage increase for non-sworn employees and a 1% COLA for retirees is recommended. The funding source for these initiatives was previously identified and shall be funded by two cents of the real estate tax increase proposed. As operating cost related to providing services to our citizens escalate, it is necessary to account for and fund these cost.

### **Capital Improvement Plan (CIP)**

A single new project is proposed for the biennium. The funding of a city-wide communications system for Public Safety and certain operating departments is recommended. This serves to address the communication challenges faced by our public safety employees as they respond and react to citizens' request for emergency services. This capital project is an essential element to maintain the high level of service expected by our citizens.

### **Other Expenditures**

The Real Estate Tax Relief for the Elderly and Disabled is maintained at the \$3 million level. During FY12 it is projected that certain amenities in the city that enhance the quality of life of our citizens will require financial support, as their operations do not result in their being self sustaining. The following subsidies are expected and factored into the budget for funding. They include the Children's Museum - \$1.4 million, Bide-A-Wee and other golf operations - \$594,000 Virginia Sports Hall of Fame - \$550,000

nTelos Pavilion - \$355,000 and Willet Hall - \$97,000. General fund debt service payments for FY12 are \$24.2 million. The City's annual contributions for VRS/LEOS amount to \$ 9.1 million. The City owned pension plans' annual contribution for FY12 is \$17.1 million. The Portsmouth Police Department assumed responsibility for Intake Operations from the Sheriff's Office effective last July 1, 2010. As such, funding for those operations were budgeted in the Police Department's budget for FY12 and FY13.

### **Utilities**

The Department of Public Utilities/Works continues striving to deliver quality environmental services while maintaining affordable rates. We also continue to manage our share in obligations to a regional consent order from EPA relative to SSO.

### **Conclusion**

This biennial budget was prepared with consideration given to the Council's priorities and its Vision Statement. We continue to base our financial decisions on sound financial strategies and planning as we advance our efforts to provide quality services to the citizens of this City. A stable financial foundation will provide the stability to support our fiscal house.

Respectfully,



Kenneth L. Chandler  
City Manager

## **Summary of Financial Goals and Objectives**

The City Council adopted a Vision Statement in 2004 focusing upon six Vision components. The adopted budget aligns the funding within the vision components focusing on education, financial strategies, improving the City's economic prosperity, transforming neighborhoods and communities, investing in our employees, leveraging technology to improve services, improving public safety capabilities, and strategically marketing Portsmouth.

These six areas serve as strategic initiatives to strengthen the City's infrastructure needs and the citizenry's quality of life. They also serve as the framework for developing the annual operating and capital improvement budgets. Utilizing the City's overall broad goals and specifically the City Council's financial objectives, the budget-spending plan has been evaluated. We propose this budget with the City Council's Vision as the incentive for change. The following six vision components were revisited and finalized with minor revisions based on City Council's Retreat in the fall of FY2007

1. *Bold New Directions*
2. *Lifelong Learning Community*
3. *Thriving Neighborhoods and a Sense of Community*
4. *Robust and Prospering Economy*
5. *World Class Maritime Center*
6. *Pride of Past, Promise of Future*

The vision components have been considered and incorporated throughout the FY 2012/2013 biennial operating budget development stages.

Financial Management Policies and Practices as adopted by City Council on September 22, 2009

# How to Read the Document

## ***Reader's Guide to the Budget Document***

The purpose of the budget document is to provide information, data, and statistics pertaining to the City of Portsmouth's financial plans and operations to its citizens, elected officials, and interested parties.

The budget document is a summary document pertaining to all City government public service programs. The budget is the annual plan for coordination of revenues and expenditures. The FY2012- 2013 adopted budget represents the period of July 1, 2011 to June 30, 2012 and the FY2012-2013 planned budget represents the period of July 1, 2012 to June 30, 2013.

### ***Section Explanation***

#### **Executive Summary:**

The FY2012/2013 biennial budget overview includes the City Manager's Report to City Council outlining the adoption of all ordinances related to the FY2010-2011 budget and the City Manager's Budget Message.

#### **Budget Overview:**

Information pertaining to the financial goals and policies, fund structure, the relationship between budgeting and basis of accounting, legal requirements for adopting the budget, tax rates and fees, General Fund position summary, fund balance (budgetary basis) and the City's indebtedness schedules.

#### **Revenues:**

Revenue summary provides information regarding historical trends and projected impact of the City's General fund revenues.

#### **Expenditures:**

Expenditure summary provides information regarding comparative trends of the major expenditure categories per the "Comparative Report of Local Government Revenues and Expenditures" in the General Fund and includes the Fiscal Year 2012-2013 Adopted/Planned Budget Fund Summary.

#### **General Government:**

Departmental detail pertaining to the general administration of the City.

#### **Nondepartmental:**

Non-specific functional department services.

#### **Judicial:**

Civil and criminal detail pertaining to prosecution and adjudication.

#### **Public Safety:**

Departmental detail pertaining to citizenry protection.

#### **Public Works:**

Departmental detail pertaining to maintaining the City's infrastructure.

#### **Public Health and Welfare:**

Departmental detail pertaining to the health and welfare of the citizenry.

#### **Parks, Recreation and Cultural:**

Departmental detail pertaining to the City's recreation and cultural services.

#### **Community and Economic Development:**

Departmental detail pertaining to the City's community and economic development services.

# How to Read the Document

## Education:

Departmental detail pertaining to Portsmouth's public education system.

## Capital Improvement Program:

Major CIP projects within the five year plan. A plan for financing and construction of major municipal facilities and infrastructure such as roads, schools, buildings, leased vehicles and water and sewer lines are included in this section.

## Ordinances:

Official budget ordinances reflecting City Council's formal actions for the adoption of the FY2012-2013 budget.

## Supplementary Information:

The City of Portsmouth's statistical and comparative data.

## ***Revenue Category Explanation***

### General Property Taxes:

Taxes on real and personal property. This includes both tangible and intangible property such as vehicles, real estate, and business equipment. Also included in this category are delinquent tax interest and penalties.

### Other Local Taxes:

Approved Commonwealth taxes for use by municipalities to derive and collect revenues. Examples are sales tax, business licenses, vehicle registration fees, cigarette taxes, and lodging.

### Utility Taxes:

Utility service taxes paid by citizens. The rates vary according to the type of utility including revenue from land line, cable TV, cellular telephone, E-911, electricity, gas, telephone, and water taxes.

### State Aid:

Funding received from the Commonwealth of Virginia:

- *State Non-Categorical Aid* includes the municipality's tax share received by the State of Virginia. This would include, for example, vehicle rental taxes.
- *State Categorical Aid – Shared Costs* are contributions to municipalities for State mandated services. This would include the Constitutional Offices of the City Sheriff, Clerk of Circuit Court, Commonwealth Attorney, Commissioner of the Revenue and the City Treasurer.
- *State Other Categorical Aid* includes all other funding received from Virginia (funding for library books and street/highway maintenance).

### Other Governments:

Funding from governments other than the Commonwealth of Virginia.

### Federal Direct:

Federal Government funding such as FEMA reimbursements.

### Charges For Services:

City fees charged to government service users such as recreation fees, court costs, and library fines.

### Interest:

Interest received from investment of idle cash and other investment accounts.

# How to Read the Document

<u>Recovered Costs:</u> Expenditure reimbursements received by a department.
<u>Fines and Forfeitures:</u> Law Enforcement fees collected for law violations.
<u>Licenses And Permits:</u> Fees charged to obtain a license or permit such as yard sale permits, building inspection fees, and sign permits.
<u>Use Of Property:</u> Rent charged for use of City property.
<u>Miscellaneous Revenue:</u> Donations and contributions made to the City and other non-recurring revenue.
<u>Payment In Lieu Of Taxes (PILOT):</u> Revenue received in lieu of taxes under a contractual agreement.
<u>Operating Transfers In:</u> Cash transfer from another City fund.
 <b><i>Expenditure Category Explanation</i></b>
<u>Salaries:</u> All full and part-time employee payrolls including overtime, supplemental pay and allowances.
<u>Benefits:</u> City paid contributions for employee fringe benefits. This includes the City's portion of social security, retirement, health, and life insurance plans.
<u>Other Operating Expenses:</u> Required expenses to include contractual services, printing, postage, stationery and books, telephone, computer software and travel expenses.
<u>Internal Service Charges and Expenses:</u> In order to capture the full cost of certain specific functions, services are provided to departments by other departments at a set rate. These include risk management costs, fleet charges, information technology charges, and healthcare.
<u>Capital Outlay:</u> Expenditures which result in the acquisition of, or addition to, fixed assets such as buildings.
<u>Debt Service:</u> Scheduled annual principal and interest payments for outstanding debt.
<u>Transfers:</u> Funds transferred between departments.

### Financial Reporting Model

In June 1999, the Governmental Accounting Standards Board (GASB) issued Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*. This statement, known as the “Reporting Model” statement, directs municipal financial information preparation and presentations. For state and municipal government annual financial reports, GASB Statement No. 34 established new requirements and a new reporting model. Statement No. 34’s objective was to develop easily understood annual reports and make them more useful to decision makers using governmental financial information.

Based on GASB Statement No. 34, budget methods have not changed substantially, but there have been changes to the underlying fund structure.

### Budgetary Basis:

The budgets of the Governmental funds (for example, the General Fund, Enterprise Funds, Internal Service Funds) are prepared on a modified accrual basis. The expenditures/obligations of the City (purchase orders, direct payment, etc.) are budgeted as expenditures; however, revenues are recognized when they can be measured and are available.

In cases where goods and services are not received by year end, encumbrances are reviewed for valid year end adjustment entries. Based on the date of the purchase order for contractual services, encumbrances are carried over into the next fiscal year.

The Comprehensive Annual Financial Reports (CAFR) displays the City’s expenses and revenues according to General Accepted Accounting Principles (GAAP). This also conforms to the methodology in which the City prepares the annual budget.

Exceptions are identified below:

- Principal payments on long-term debt are applied to the outstanding liability on a GAAP basis, as opposed to being expended on a budgetary basis.
- Capital Outlay within the Enterprise Funds is recorded as assets on a GAAP basis as opposed to being expended on a budgetary basis.
- Depreciation expense is recorded on a GAAP basis only.
- Governments typically liquidate their accrued liabilities with expendable available financial resources. Accordingly, an expenditure is normally recognized in a governmental fund at the same time that a liability is incurred. Such is not the case with compensated absences. Under modified accrual accounting, these expenditures and liabilities are recognized when they mature (when due).
- The accrual basis of accounting is used to determine the amount of the liability related to compensated absences that should be presented on the balance sheet of a proprietary fund. In determining the amount, the total amount of the estimated debt should be presented as a liability (not just the portion of the debt that will use expendable financial resources).

## Governmental Fund Types

## Budget Process

Municipal functions are financed through the use of governmental funds. The municipality's acquisition, use, and balance of expendable financial resources and related liabilities are accounted for through governmental funds. This excludes proprietary funds and similar trust funds.

The municipality budgets the following major governmental funds:

General Fund - The general fund is the municipality's general operating fund. With the exception of financial resources required to be accounted for in another fund, the general fund is used to account for all financial resources.

Capital Projects Fund (Capital Improvement Fund) – With the exception of capital improvements financed by proprietary funds, the capital improvement fund accounts for major capital facility acquisition or construction financial resources.

The City budgets the following minor governmental funds:

Special Revenue Funds - Special revenue funds are used as legally restrictive revenue sources for expenditures having specified purposes.

Capital Projects Fund (Community Development Fund) – Pursuant to the 1974 Housing and Community Development Act, the community development fund is used to implement various capital project programs.

Permanent Fund (Cemetery Fund) – Cemetery fund revenues are derived from the sale of cemetery lots, perpetual care payments, donations and legacies. These funds are designated for the care of cemetery lots. The principal of such funds shall not be expended for any other purpose.

The City budgets the following major proprietary funds:

Enterprise Funds - Enterprise funds are used to account for operations financed and operated in a manner similar to private business enterprises. Upon providing goods or services to the general public on a continual basis, the governing body intent is to recover expenses, including depreciation, through user charges where the governing body has decided periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. The City has two major enterprise funds: Public Utility Fund and Golf Fund.

# Budget Process

The City budgets the following minor proprietary funds:

Enterprise Fund (Port Facility and Economic Development Fund) – The port facility and economic development fund is used to account for the lease to a marine terminal facility and lease-purchase land sale to the Virginia Port Authority.

Internal Service Funds - Internal Service Funds are used to account for the financing of goods or services provided by one department to other departments, City agencies, or some agencies external to the City on a cost-reimbursement basis. The City has three internal service funds: City Garage Fund, Computer Services Fund and Risk Management and Insurance Fund.

## ***Fiduciary Fund Types***

When the City holds assets in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds, fiduciary funds are used to account for the assets. The City maintains pension trust and agency funds. The Pension Trust Funds account for the City's retirement plan assets. Agency funds are custodial in nature (assets equal liabilities) and do not involve operational measurement results. Fiduciary funds are minor funds and are not included in the government-wide financial statements.

## ***Formulation of the City Manager's Proposed Budget***

According to the City Charter, the City Manager is required to prepare and submit to the City Council an annual budget. The annual budget process begins in the fall of the preceding fiscal year. In November, the department heads and the City Manager meet to discuss the upcoming year's priorities. The budget calendar is developed at this time. It establishes the budget development schedule and the formal schedule for City Manager presentations, public work sessions, public hearings, and the budget adoption.

Departmental requests are developed on a "needs" basis and must be related to the organization's program objectives. These requests are received and compiled by the budget staff. When developing proposals, due to revenue constraints, rather than seek additional funding, departments are encouraged to restructure and prioritize existing services. During the "balancing" effort, the Budget Office provides specific budget targets for each organization.

## ***City Manager's Authorization***

By City Code, during the course of the fiscal year, provided there is no increase in expense, the City Manager is authorized to effect office consolidations or make other changes for the City's betterment. Also, at any time during the fiscal year, the City Manager may transfer, within the same fund, any unencumbered appropriations less than \$100,000 from one department, project, or purpose to another department, project, or purpose.

## ***Budget Implementation***

Once the budget is adopted for the fiscal year, on July 1, it becomes each department's financial legal basis. No department or other City government agency may spend in excess of approved and appropriated amounts. To ensure conformity with the adopted budget, financial and programmatic monitoring of departmental activities occurs throughout the year. Copies of the Adopted Budget can be found in the Library and all City offices. A copy may be obtained from the Department of Finance ([budget@portsmouthva.gov](mailto:budget@portsmouthva.gov)), or accessed on the Web at [www.portsmouthva.gov/Finance/2012Adopted Budget/index.htm](http://www.portsmouthva.gov/Finance/2012Adopted%20Budget/index.htm)

## ***Amendment of the Budget***

As prescribed by Section 15.2-2507 of the Code of Virginia (1997), amendments to the final adopted budget must follow the legal process. Any such amendment which exceeds one percent (1%) of the total revenue shown in the currently adopted budget must be preceded with a published notice of a meeting and a public hearing. The newspaper must have a

# Budget Process

general circulation in the locality and must be circulated seven days prior to the meeting date. The notice must state Portsmouth's intent to amend the budget and include a brief synopsis of the proposed budget amendment. After first providing a public hearing, the amendment may be adopted at the advertised meeting.

## **Audit**

In accordance with Generally Accepted Accounting Principles (GAAP), as set forth in the pronouncement of the Governmental Accounting Standards Board (GASB), the Specifications for Audit of Counties, Cities and Towns issued by the Auditor of Public Accounts of the Commonwealth of Virginia, Government Auditing Standards, issued by the Comptroller General of the United States and Audits of States, Local Governments, and Non-Profit Organizations as required by the U. S. Office of Management and Budget Circular A-133, the City's financial records will be audited each year by a firm of independent Certified Public Accountants.

## **Capital Improvement Program**

The Capital Improvement Plan (CIP) adoption, by City Council, coincides with the Annual Operating Budget adoption. The process runs concurrently with the development of the Operating Budget.

Departments submitted FY2012/2013 Biennial Operating Budget requests, including capital requirements, to the Finance Department.

November – December, 2010

City Manager presented FY2012/2013 Biennial Operating Budget and Capital Improvement Program to City Council

March 29, 2011

Council and Citizen Work Sessions for FY2012/2013 Biennial Operating Budget and Capital Improvement Program

January and February, April and May 2011

Public Hearings – FY2012/2013 Biennial Operating Budget and Capital Improvement Program including Tax and Fee Rate Changes

April 5, 9, 11, 12, 19, 25 and May 10 2011

Adoption of FY2012/2013 Biennial Operating Budget and Capital Improvement Program including Tax Ordinances and Appropriation Ordinances

May 10, 2011

## Legal Requirements for Adopting and Amending the Budget and CIP

Subject	Code Sections	Public Hearing Requirement	Public Notice Requirement	Adoption Requirements and Limitations
Presentation by the City Manager of Proposed Operating Budget and Capital Improvement Program	VA§ 15.2-2503 City Code 2-29	None	None	City Manager shall submit a proposed budget to City Council on or before April 1.
Adoption and Appropriation of the Operating Budget and Capital Improvement Program	VA§ 15.2-2506 City Charter 3.15 City Code 2-29	One hearing, 7 days prior to adoption.	One notice, at least 7 days before the hearing, to include a brief synopsis of the proposed budget	The City Council shall approve a budget and fix a tax rate no later than July 1. Requires 4 votes.  Public hearing at least 7 days prior to adoption of budget.
Adoption and Appropriation of the Schools' Budget	VA§ 15.2-2506 and 22.1-93 City Charter 3.15 City Code 2-29	One hearing, 7 days prior to adoption.	One notice, at least 7 days before the hearing, to include a brief synopsis of the proposed budget	The City Council shall adopt an annual budget for education by May 15 or within 30 days of receipt of State's funding estimates (whichever occurs later). Requires 4 votes.
General Taxing Powers, Including Real Estate Tax and Personal Property Tax, and Excise: Amusement, Cigarettes, Admissions, Room Rentals, Meals, and Campgrounds	VA§ 15.2-107, 15.2-1104, 58.1-3007, 58.1-3840 City Charter 3.15 City Code 2-29 58.1-3832 (cigarettes) 58.1-3819- Transient Occupancy	One hearing, 7 days after notice.	Once, at least 7 days before the hearing (specific advertising requirements found in statute: including the actual dollar amount or percentage increase, the specific state code providing authorization, and the	A City may raise annually by taxes and assessments on property, such sums of money as in the judgment of the City are necessary to pay the debts, defray the expenses, accomplish the purposes and

## Legal Requirements for Adopting and Amending the Budget and CIP

Subject	Code Sections	Public Hearing Requirement	Public Notice Requirement	Adoption Requirements and Limitations
			designation of a place for viewing the completed ordinance and other relevant information; all to be available no later than the time of the first publication).	perform the functions of the City.  Requires 4 votes.
Real Estate Assessments which result in an increase of 1% or more in the total real property tax levied	VA§ 15.2-1104, 58.1-3007, 58.1-3321 City Charter 3.15 City Code 2-29 58.1-3321	One hearing, 7 days after notice.	Once, at least 30 days before hearing (specific advertising requirements found in statute: including the actual dollar amount or percentage increase, the specific state code providing authorization, and the designation of a place for viewing the completed ordinance and other relevant information; all to be available no later than the time of the first publication).	Hearing cannot be held at the same time as the annual budget hearing but hearing and adoption may occur at the same meeting.  Requires 4 votes.
Increase of Certain Fees for zoning and planning ordinances	VA§ 15.2-107 and 15.2-2204 for zoning ordinances City Charter 3.15 City Code 2-29	Not less than 5 days and no more than 21 days after the second notice.	2 times, once a week for 2 successive weeks (dollar amount or percentage change, and other specific information is required for the ad).	Zoning ordinances have specific requirements for planning and zoning related fees.  Requires 4 votes.

## Legal Requirements for Adopting and Amending the Budget and CIP

Subject	Code Sections	Public Hearing Requirement	Public Notice Requirement	Adoption Requirements and Limitations
Amendment of the Budget and Capital Improvement Program	VA§ 15.2-2506 City Charter 3.15 City Code 2-29	One hearing, 7 days after notice.	Once, at least 7 days before the hearing; to include a brief synopsis of the proposed amendment.	Required for any amendment that exceeds 1% of the total expenditures shown in the adopted budget. Requires 4 votes.
Budget Stabilization Fund	Council Resolution 5/11/2010 10-228	None	None	General Fund balance excess above 15% fund balance policy; may be used for one time, non recurring expenses. Requires super majority vote of members elected to Council.

## Rate Change Table

Description	FY 2011 Adopted	FY 2012 Adopted/FY 2013 Planned	\$ or % Change
Admissions and Amusement Tax	10%	10%	0%
Cable Franchise Fee	5% of gross receipts	5% of gross receipts	0%
Cigarette Tax	\$0.60 per pack	\$0.60 per pack	0%
City Garage Fees:			
Basic Tow Fee	\$105	\$105	\$0.00
Storage Fees	\$20 per day	\$20 per day	\$0.00
Winching Fees	\$85/hr	\$85/hr	\$0.00
Guest Lodging Tax	8%	8%	0%
Machinery and Tool Tax	\$3.00 per \$100 of original cost at 50% value	\$3.00 per \$100 of original cost at 50% value	\$0.00
Motor Vehicle License Fees:			
Motorcycle	\$24.00	\$24.00	\$0.00
Automobile:			
Vehicles up to 4,000 pounds	\$25.00	\$25.00	\$0.00
Vehicles over 4,000 pounds	\$30.00	\$30.00	\$0.00
Personal Property Tax	\$5.00 per \$100 of assessed value	\$5.00 per \$100 of assessed value	\$0.00
Personal Property Tax-Boats	\$.50 per \$100 of assessed value	\$.50 per \$100 of assessed value	\$0.00
Real Property Tax	\$1.24 per \$100 of assessed value	\$1.27 per \$100 of assessed value	\$0.03
Residential Sewer Charges	\$3.31 per 1,000 gallons	\$3.51/\$3.72 per 1,000 gallons	\$0.20/\$0.41
Sewer Flat Rate (per month)	\$16.57	\$17.55/\$18.59	\$.98/\$2.02
Residential Solid Waste Fee	\$37.52 per month	\$35.36/35.90 per month	-\$2.16/-1.62
Residential Water Charges	\$4.24 per 1,000 gallons	\$4.49/\$4.75 per 1,000 gallons	\$0.25/\$0.51
Restaurant Food Tax	6.5%	6.5%	0%
Stormwater Fees:			
Commercial	\$7.00 per equivalent residential unit	\$8.25/\$12 per equivalent residential unit	\$1.25/\$5.00
Residential	\$7.00 per equivalent residential unit	\$8.25/\$12 per equivalent residential unit	\$1.25/\$5.00
Utility Taxes:			
Commercial:			
Cable	20% of first \$2,000	20% of first \$2,000	0%
Electricity	20% of first \$2,000	20% of first \$2,000	0%
Gas	20% of first \$2,000	20% of first \$2,000	0%
Residential:			
Electricity	\$3.40	\$3.40	\$0.00
Gas	\$3.00	\$3.00	\$0.00

Description	FY 2011 Adopted	FY 2012 Adopted/FY 2013 Planned	\$ or % Change
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**Permits****Permit Type:**

Building Permit	\$50.00	\$50.00	\$0%
Plumbing Permit	\$50.00	\$50.00	\$0%
Mechanical Permit	\$50.00	\$50.00	\$0%
Electrical Permit	\$50.00	\$50.00	\$0%
Valuation Fees	\$50.00	\$50.00	\$0%

**Tents, Mobile Homes and Other Temporary Structures**

Tents	\$50.00	\$50.00	\$0%
New Mobile Home	\$50.00	\$50.00	\$0%
Replacement Mobile Home	\$50.00	\$50.00	\$0%
<b>Plan Review</b>			\$0%
1 & 2 Family<2000sq.ft.	\$50.00	\$50.00	\$0%
1 & 2 Family>2000sq.ft.	\$80.00	\$80.00	\$0%

**PR-Other Structures**

<2500 sq.ft.	\$80.00	\$80.00	\$0%
2500 sq.ft. to 4,999 sq.ft.	\$120.00	\$120.00	\$0%
5,000 sq.ft. to 9,999 sq.ft.	\$160.00	\$160.00	\$0%
10,000 sq.ft. to 74,999 sq.ft.	\$200.00	\$200.00	\$0%
75,000 sq.ft. and up	\$240.00	\$240.00	\$0%
Commercial Inspection Fees	\$100.00	\$100.00	\$0%

**Demolition Permit Fees**

S/F Res	\$50.00	\$50.00	\$0%
All Other	\$150.00	\$150.00	\$0%
Sign Permit	\$50.00	\$50.00	\$0%
Pool Inspection, grounding	\$50.00	\$50.00	\$0%
Inspect for temporary release	\$50.00	\$50.00	\$0%

**Planning**

Administrative Adjustment/Variance	\$0.00	\$50.00	\$50.00
Buildable Lot	\$0.00	\$25.00	\$25.00
Chesapeake Bay Administrative Exception	\$0.00	\$25,\$150-after the fact	\$25,\$150 after the fact
Chesapeake Bay Exception	\$275.00	\$275,\$500 after the fact	\$275,\$500 after the fact
Site plan-Type II Plan Review	\$0.00	\$350.00	\$350.00
Text Amendment	\$0.00	\$880 if other than City	\$880 if other than City
Temporary use permit	\$0.00	\$30.00	\$30.00

**Engineering****Erosion and Sediment Control****Inspection Fees**

Initial inspections	\$50.00 per inspection	\$50.00 per inspection	\$0%
Applicant-requested, non-routine inspections	\$25.00 per inspection	\$25.00 per inspection	\$0%

**Enforcement Inspections:**

Notice to Comply	\$50.00 per inspection	\$50.00 per inspection	\$0%
Stop Work Order	\$100.00 per inspection	\$100.00 per inspection	\$0%

**Civil Penalties**

Violations	\$100.00 per day	\$100.00 per day	\$0%
No Plan	\$1,000.00 per day	\$1,000.00 per day	\$0%

**Hauling Permit Fees**

Oversize loads(single trip)	\$50.00 per trip	\$50.00 per trip
Code Section 22-266.1 (b)(1)		

**Annual blanket permits**

First Unit	\$200.00 per vehicle/year	\$200.00 per vehicle/year	\$0%
Code Section 22-266.1 (b)(3)			\$0%
Each Additional Unit	\$200.00 per vehicle/year	\$200.00 per vehicle/year	\$0%
Code Section 22-266.1 (b)(3)			\$0%
Mobile Crane	\$200.00 per vehicle/year	\$200.00 per vehicle/year	\$0%
Code Section 22-266.1 (b)(3)c			\$0%

**Fire****Fire Service Charges and Fees:**

ALS 1 Emergency	\$375.00	\$375.00	\$0%
ALS 2 Transport	\$564.00	\$564.00	\$0%
BLS Emergency	\$328.00	\$328.00	\$0%
Mileage	\$7.00	\$7.00	\$0%
Business Inspections	\$10.00	\$10.00	\$0%
Charge for 3rd False Alarm			\$0%
Call in a two-week period	\$20.00	\$20.00	\$0%
Plans Review	\$10.00	\$10.00	\$0%

Summer Galaxy Program	\$250.00 per 9 week program	\$250.00 per 9 week program	
Pokey Smokey 11	\$0.00	\$2 per ride	\$2.00
Splash Park	\$0.00	\$2 per visit	\$2.00

<b>Golf Seasonal Fees:</b>		<b>New Periods</b>	
<b>Summer Rates</b>	March-November	April-October	\$0.00
<b>Winter Rates</b>	December-February	November-March	\$0.00

<b>Children's Museum of Virginia</b>			
Under 2	Free	Free	\$0.00
Portsmouth Public School Field Trips	Free	Free	\$0.00
Ages 2-17	\$6.00	\$10.00	\$4.00
Adults	\$6.00	\$11.00	\$5.00
Military and Senior Citizen	\$5.00	\$10.00	\$5.00
Planetarium	\$0.00	\$4.00	\$4.00

<b>Portsmouth Naval Shipyard Museum/ Lightship Portsmouth.</b>			
Under 2	Free	Free	
Ages 2-17	\$1.50	\$2.00	\$0.50
Adults	\$3.00	\$4.00	\$1.00
Seniors, Military and AAA	\$2.00	\$3.00	\$1.00

<b>Key Pass without Planetarium</b>			
Under 2	Free	Free	
Ages 2-17	\$6.00	\$12.00	\$6.00
Adults	\$9.00	\$14.00	\$5.00
Seniors, Military and AAA	\$7.00	\$12.00	\$5.00

#### **Parking**

Parking meter rate Crawford Street	\$1.00	\$1.25	\$0.25
Parking meter rate Civic Center Parking Lot	\$1.00	\$1.25	\$0.25

**City of Portsmouth**  
**Fiscal Year 2012/2013 General Fund Position Summary**

<b>General Fund Positions</b>	<b>FY2010</b>	<b>FY2011</b>	<b>FY2011</b>	<b>FY2012</b>
	<b>Actual</b>	<b>Adopted</b>	<b>Amended</b>	<b>Adopted/F Y2013 Planned</b>
<b><u>01 General Government</u></b>				
City Council	7	7	7	7
City Clerk	4	4	4	4
City Manager	6	6	6	6
Office of Management Services	2	2	2	2
Registrar	4	4	4	4
City Attorney	11	11	11	12
Department of Human Resource Management	9	9	9	9
Commissioner of the Revenue	21	21	21	21
City Assessor	9	9	9	9
City Treasurer	25	25	25	25
Department of Finance	20	20	20	20
Procurement and Risk Management	5	5	5	5
Office of Marketing and Communications	8	8	8	8
<b>Total General Government</b>	<b>131</b>	<b>131</b>	<b>131</b>	<b>132</b>
<b><u>03 Judicial</u></b>				
Circuit Court Judges	8	8	8	8
Circuit Court Clerk	20	20	24	24
Commonwealth's Attorney	30	30	30	30
Sheriff	182	182	178	178
<b>Total Judicial</b>	<b>240</b>	<b>240</b>	<b>240</b>	<b>240</b>
<b><u>04 Public Safety</u></b>				
Police Department	303	303	303	303
E-911	32	32	32	32
Security and Animal Control	14	14	14	14
Department of Fire, Rescue and Emergency	241	241	241	241
<b>Total Public Safety</b>	<b>590</b>	<b>590</b>	<b>590</b>	<b>590</b>

## 05 Public Works

Streets and Highways	15	15	15	15
Mosquito Control	4	4	4	4
Engineering	16	16	16	16
Traffic Engineering	10	10	10	10
Property Management	41	41	41	41
Harbor Center Pavilion	2	2	2	2
<b>Total Public Works</b>	<b>88</b>	<b>88</b>	<b>88</b>	<b>88</b>

## 07 Parks, Recreation, and Cultural

Department of Museums	25	25	25	25
Department of Public Library	29	29	29	29
Parks, Recreation and Leisure Services	55	55	55	55
<b>Total Parks, Recreation, and Cultural</b>	<b>109</b>	<b>109</b>	<b>109</b>	<b>109</b>

## 08 Community and Economic Development

Permits and Inspections	30	30	30	30
Department of Economic Development	6	6	6	6
Department of Planning	12	12	12	12
<b>Total Community and Economic Development</b>	<b>48</b>	<b>48</b>	<b>48</b>	<b>48</b>
<b>Total City Positions</b>	<b>1206</b>	<b>1206</b>	<b>1206</b>	<b>1207</b>



FUND BALANCE Budgetary Basis (Estimates)	General	Special Revenue Funds	Capital Improvements	Enterprise Funds	Internal Service Funds	All Other	*	Total
<b>FY2012 Adopted</b>							*	
Total Revenues	229,244,050	57,541,719	64,156,182	58,159,177	41,564,139	166,800,592	617,465,859	
Total Expenditures	229,504,050	57,591,719	64,156,182	58,160,827	41,574,139	166,800,592	617,787,509	
Revenues over (under) expenditures	(260,000)	(50,000)	-	(1,650)	(10,000)	-	(321,650)	
Total Other Financing Sources (uses)	260,000	50,000	-	1,650	10,000	-	321,650	
Net Changes in Fund Balance/Net Assets	-	-	-	-	-	-	-	
Fund Balances/Net Assets, beginning of year	48,329,746	22,432,722	71,630,942	167,381,655 **	16,937,375	-	326,712,440	
*Per CAFR ending 06/30/2010 * FY11 Audit to be completed 11/2011								
Fund balances/Net Assets, end of year	48,329,746	22,432,722	71,630,942	167,381,655	16,937,375	-	326,712,440	

FUND BALANCE Budgetary Basis (Estimates)	General	Special Revenue Funds	Capital Improvements	Enterprise Funds	Internal Service Funds	All Other	*	Total
<b>FY2013 Planned</b>							*	
Total Revenues	229,263,295	60,516,931	53,473,258	60,353,972	41,681,752	166,800,592	612,089,800	
Total Expenditures	229,523,525	60,591,931	53,473,258	60,353,972	41,681,752	166,800,592	612,425,030	
Revenues over (under) expenditures	(260,230)	(75,000)	-	-	-	-	(335,230)	
Total Other Financing Sources (uses)	260,230	75,000	-	-	-	-	335,230	
Net Changes in Fund Balance/Net Assets	-	-	-	-	-	-	-	
Fund Balances/Net Assets, beginning of year	48,329,746	22,432,722	71,630,942	167,381,655 **	16,937,375	-	326,712,440	
*Per CAFR ending 06/30/2010 * FY11 Audit to be completed 11/2011								
Fund balances/Net Assets, end of year	48,329,746	22,432,722	71,630,942	167,381,655	16,937,375	-	326,712,440	

\* FY12 includes New Port Community Development and Portsmouth Public Schools  
FY13 includes New Port Community Development and Portsmouth Public Schools

\*\* Includes fund balance for Port Fund.

## **City Indebtedness**

The Virginia Constitution authorizes Virginia cities to issue general obligation bonds, secured by a pledge of full faith and credit. For the payment of such bonds, the city's governing body is required to levy, if necessary, an ad valorem tax on all property subject to local taxation. General obligation bond issuance is subject to a 10 percent limitation of the assessed value of taxable real property in the City. The City has a self-imposed debt service limit of 12% of general fund revenues.

In determining the debt limitation, certain classes of indebtedness may be excluded, including revenue anticipation notes maturing in one year or less, referendum approved general obligation bonds payable from a specified revenue producing undertaking (as long as the undertaking is self-supporting), and revenue bonds. The City's Public Utility bonded debt is a self-supporting referendum-approved general obligation and excluded from the City's legal debt limit. In addition, the City's lease-purchase obligations which are subject to annual appropriation are excluded from the City's legal debt limit.

The following table shows the Legal Debt Margins for five Fiscal Years ending June 30.

<b>As of</b>	<b>Taxable Real Property Assessed Value</b>	<b>Debt Limit: 10% of Assessed Value</b>	<b>Debt Applicable to Debt Limit</b>	<b>Legal Margin for Additional Debt</b>
<b>July 1, 2011*</b>	\$7,200,000,000	\$720,000,000	\$300,599,766	\$419,400,234
<b>July 1, 2010</b>	7,677,617,651	767,761,765	308,220,824	459,540,941
<b>July 1, 2009</b>	7,591,663,330	759,166,333	241,689,840	517,476,493
<b>July 1, 2008</b>	7,422,683,650	742,268,365	223,157,851	519,110,514
<b>July 1, 2007</b>	6,658,813,670	665,881,367	236,589,142	429,292,225

\* Estimated

### ***Overlapping or Underlying Debt***

The City of Portsmouth is autonomous and entirely independent of any county or other political subdivision. It is not subject to taxation by any county or school district, nor is it liable for any county or school district indebtedness.

The City Council authorized the creation of the New Port Community Development Authority (the "New Port CDA") in August 2005 to finance certain infrastructure improvements, including road improvements, signage, updated and relocated utilities, lighting, fencing, sidewalks and streetscapes (the "Improvements"), related to the construction of a high-quality planned residential community. To fund the Improvements, the New Port CDA issued \$16,240,000 in revenue bonds in May 2006 (the "CDA Bonds"), which mature September 1, 2036. The CDA Bonds are secured by and payable from special assessments (the "Special Assessments") to be levied by the City on the taxable parcels within the New Port CDA District (the "District"). The CDA Bonds are also secured by funds held pursuant to an Indenture of Trust dated May 1, 2006, between the New Port CDA and Manufacturers and Traders Trust Company, as trustee. Pursuant to a Special Assessment Agreement dated February 15, 2006, the City is obligated, subject to appropriation, to pay over to the New Port CDA those Special Assessments collected by the City. However, such obligations do not constitute a general obligation of the City or a pledge of the City's full faith and credit. The City is not responsible for paying the debt service on the CDA Bonds.

### ***Statement of No Past Default***

The City has never defaulted on any debt payment of either principal or interest.

### ***Outstanding Debt***

The City's bonded debt consists almost entirely of general obligation bonds which are supported by City general revenues. For the Golf Fund, the outstanding debt is secured solely by a general obligation pledge – the full faith and credit of the City. The proprietary fund debt, consisting of the Public Utility, Parking Fund, City Garage, Waste Management,

## City Indebtedness

and the Information Technology debt is expected to be paid from the revenues of the respective enterprise and internal service funds.

### **Debt Ratios**

The following table shows the General Debt to Property Value ratios for the fiscal years ended 2008 through 2012. The City's real estate assessed values are determined as of January 1, and those values are effective for taxation as of July 1. The ratio is determined by dividing the total sales by the total of all assessed values after the annual assessment is completed. The calculations include all City debt excluding proprietary fund debt which is recorded as debt of the respective proprietary funds.

<b>As of</b>	<b>Outstanding General Debt</b>	<b>General Debt as a % of Assessed Real Property Value</b>	<b>General Debt as % of Assessed Real and Personal Property Value</b>
July 1, 2011*	\$301,510,760	4.19%	3.80%
July 1, 2010	308,894,389	4.0%	3.71%
July 1, 2009	242,727,956	3.23%	2.95%
July 1, 2008	224,077,206	3.02%	2.75%
July 1, 2007	239,816,665	3.5%	3.1%

\*Estimated/unaudited

### **Public Utility Debt**

All outstanding Public Utility bonds are general obligations of the City; however, as a matter of practice, the City pays such bonds from its Public Utilities Fund. This is a self-supporting Enterprise Fund. The revenues include water and sewer system fees. In the event Public Utilities Fund fees are not sufficient to pay the debt service on public utility bonds, the City is obligated to pay the debt service from the General Fund or other available revenues. Public Utility bond debt service coverage by net system revenues are shown in the following table.

<b>Fiscal Year</b>	<b>Available for Debt Service</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>	<b>Coverage</b>
June 30, 2012*	\$22,613,704	\$4,393,905	\$5,344,799	\$9,738,704	2.32%
June 30, 2011*	22,900,996	4,191,287	5,140,856	9,332,143	2.45%
June 30, 2010	19,899,736	4,065,176	4,086,185	8,151,361	2.44%
June 30, 2009	18,668,801	3,941,975	4,270,929	8,212,904	2.27%
June 30, 2008	17,630,710	3,831,246	4,440,071	8,271,317	2.13%

\*Estimated/unaudited

### **Impact of Capital Budget on Debt**

The Constitution of the Commonwealth of Virginia and related laws dictate the legal limits of debt for political subdivisions. As such, the City's only legal limit of debt is 10% of taxable real estate assessed value. The City has a debt service policy limit of 12% of general fund budgeted revenue. The City will retire \$10.3 million general debt principal maturities and \$4.4 million of Public Utility debt in FY2012.

**City  
Indebtedness**

**Computation of Legal Debt Margin**

<b>CITY OF PORTSMOUTH, VIRGINIA</b>	
<b>Computation of Legal Debt Margin</b>	
June 30, 2011	
Taxable real estate assessed value - July 1, 2011 (estimated)	\$ 7,200,000,000
Debt limit - 10 percent of assessed value (1)	720,000,000
Total debt - June 30, 2011 (estimated) (2)	437,559,224
<u>Less amounts exempt from debt limit:</u>	
<u>Enterprise debt:</u>	
Golf bonds outstanding	6,590,000
Public Utility bonds outstanding	113,314,341
Parking bonds outstanding	5,532,112
<u>Capital leases subject to appropriation:</u>	
General equipment and vehicles	476,812
Waste Management equipment	2,586,990
City garage equipment and vehicles	8,458,694
Information Technology equipment	509
Total exempt debt	136,959,458
Debt applicable to debt limit	300,599,766
Legal margin for additional debt	\$ 419,400,234
<u>Notes:</u>	
(1) The legal debt limit is established by State law as 10 percent of taxable real estate assessed value.	
(2) Includes general obligation bonds and notes, school literary loans and obligations under capital leases.	
Excludes compensated absences, net pension obligation, other post employment benefits costs.	



## **FINANCIAL POLICIES**

### **POLICY PURPOSE**

The financial integrity of our City government is of utmost importance. To that end, the establishment of appropriate financial management, debt administration, budget and capital plan development, and long-range planning policies (“Financial Policies”) will promote the fiscal health of Portsmouth, as well as the cost-effective and efficient delivery of services to our citizens.

Written, adopted financial policies have many benefits, such as assisting the elected officials and staff in the financial management of the City, saving time and energy when discussing financial matters, engendering public confidence, and providing continuity over time as elected officials and staff members change. These policies will be reviewed annually and reaffirmed by City Council at least once every three years.

### **FINANCIAL POLICY LINKAGES**

The City has developed these Financial Policies, with input from its Financial Advisor, based upon municipal finance “Best Practices” as promulgated by the Government Finance Officers Association and the National Advisory Council on State and Local Budgeting. The City and its agents will regularly monitor the evolution of such “Best Practices” and update these Financial Policies and the City’s operating practices accordingly.

### **GENERAL FINANCIAL PRINCIPLES**

The City will continuously evaluate programs and operating practices as a means of ensuring the City’s residents an efficient and highly effective local government.

The City will strive to utilize technological advances as a means of increasing employee productivity and reducing the need for new positions.

The City will allocate new dollars (after meeting fixed commitments such as debt service requirements and benefits changes) to the key priority areas as established by Council.

The City will attempt to utilize benefits of new economic development successes as a means of maintaining an adequate tax rate for services rendered to our residents coupled with our ability to manage expectations with the long term operational needs of the City.

## **REVENUES**

### **Revenue Diversification**

The City will strive to maintain diversified and stable revenue streams to protect the government from problematic fluctuations in any single revenue source and provide stability to ongoing services.

### **Fees and Charges**

All fees established by the City for licenses, permits, fines, services, applications and other miscellaneous charges shall be set to recover all or a portion of the City's expense in providing the attendant service. Fees and charges will be reviewed annually in connection with the development of the operating budget.

### **Use of One-Time Revenues**

The City will not utilize one-time revenues for recurring operating expenditures. One-time revenues include, but are not limited to: proceeds from the sale of land or surplus equipment, legal settlements, or revenue windfalls (i.e.; unusually large building permits, etc.).

### **Conservative Estimation**

Revenues will be budgeted conservatively so as not to introduce regular shortfalls in individual revenue accounts. Revenue estimates shall be reviewed and validated, whenever possible, by an independent outside professional engaged by the City. The Budget Officer shall utilize appropriate collection percentages in estimating revenues for each account or class of accounts based upon historical collection patterns. Unusual economic circumstances shall require adjustments to collection assumptions.

## **BUDGET**

### **Balanced Budget**

The City's budgetary policies are based upon guidelines and restrictions established by State and City Codes and Generally Accepted Accounting Principles for Governmental entities. These provisions set forth the City's fiscal year, public hearing and advertising requirements, restrictions on taxation, and also stipulate that the City must maintain a balanced budget.

The City will annually adopt and execute a biennial budget for such funds as may be required by law or by sound financial practices and generally accepted accounting principles. The budget shall control the levy of taxes and the expenditure of money for all City purposes during the ensuing fiscal year.

The City's budget may be considered balanced if estimated revenues meet planned expenditures.

### **Contingency Appropriation**

The budget shall strive to include in the annual budget a contingency appropriation of at least 0.5% of budgeted expenditures. The contingency appropriation is designed to meet unanticipated revenue shortfalls or emergency expenditures.

### **Use of Fund Balance**

While accumulated fund balance in the General Fund may legally be used as revenue to support the budget, the City's intention is not to use fund balance to fund recurring operating expenditures. Accumulated fund balance over and above the City's fund balance target may be considered for funding one-time expenditures.

### **Quarterly Budget Monitoring**

Staff will provide City Council with a quarterly update of actual revenues and expenditures for the Fiscal Year and comparisons will be made in such report to: (1) the adopted budget, and (2) revenues and expenditures through the same period of the immediately prior Fiscal Year. Tabular presentations will be supplemented by sufficient narrative to explain material variances from budget and the prior year. These reports are intended to provide sufficient information to City Council to allow for mid-year budget adjustments necessary to avoid operating budget shortfalls. As appropriate, Staff will provide recommendations for amendments to the budget to ensure budgetary balance.

### **Multi-Year Operating Budget Forecast**

The City will prepare and annually update a long range (5 year) financial forecast of the operating budget utilizing trend indicators and projections of annual operating revenues, expenditures, capital improvements, associated debt service and incremental operating costs, and fund balance levels. This forecast is intended to be an internal planning tool for Staff and the City Council, but will be shared with the rating agencies each year, as well as interested citizens upon request. The Forecast should be prepared with the intention of showing projected results based on programs, trends, and policies then in effect and without undue influence on its outcome.

## **FUND BALANCE**

### **Policy Minimum**

The City will maintain an Unreserved, Undesignated General Fund Balance equal to 15% of General Fund revenues.

If the Unreserved, Undesignated General Fund Balance falls below the minimum level described above, Staff will submit a detailed plan (“Staff Plan”) to City Council that proposes actions necessary to return the fund balance to the policy minimum over not more than two succeeding Fiscal Years. City Council shall act upon the Staff Plan by taking the actions necessary to implement same or substituting alternatives that achieve the same objective.

If, upon the effective date of these Financial Policies, the City is not in compliance with this Fund Balance Policy Minimum, the City Staff will prepare a Staff Plan to restore the fund balance to the policy level and such plan will be presented within not more than three (3) months from the effective date.

## **DEBT MANAGEMENT PRINCIPLES**

All long-term financings shall comply with Federal, State, and City Charter requirements.

Accompanying each long-term financial obligation will be a cost benefit analysis, the identification of the funding source, an assessment of the ability to repay the obligation, the impact on the current budget, commitments to the future budgets, maintenance and operational impact of the facility or asset and the impact on the City’s credit rating.

The project should be incorporated into the City’s multi-year capital and equipment improvement plan.

The term of the long-term obligation for the acquisition, replacement or expansion of physical assets, will not exceed the useful life or the average life of the project or projects being financed.

Long-term financial obligations will not be used to meet current operations, or for recurring purposes.

Variable rate obligations shall not exceed 15% of the City’s outstanding long-term obligations and must be approved by the Chief Financial Officer.

The City Council may consider conduit financing on behalf of the EDA, PRHA, and PPIC upon recommendation of the Debt Advisory Committee. Initial contact will be directed to the Chief Financial Officer. Council will consider whether the conduit is feasible, financially and economically prudent, coincides with the City’s objectives, and

does not impair the City's creditworthiness (All expenses related to the conduit financing will be borne by the applicants).

Except as noted below, long-term obligations issued through the City must qualify for an underlying (i.e.; rated on the basis of the security for the loan) investment grade rating by one of the nationally recognized rating agencies or qualify for alternative credit enhancement. An exception to this requirement would be debt issued via the Virginia Resources Authority, a political subdivision of the Commonwealth of Virginia. In the case of long-term obligations that are privately placed as bank qualified investments by the City, such obligations would not be required to qualify for an investment grade rating.

The City shall encourage and maintain good relations with credit rating agencies, investors in the City's long-term financial obligations, and those in the financial community who participate in the issuance and sale of our long-term obligations. A policy of full and open disclosure on every financial report and long-term obligation transaction will be enforced and credit rating agency presentations/updates shall be conducted at least annually.

The City shall comply with all on-going disclosure requirements and shall file such documents in a timely manner.

The City shall monitor earnings on bond proceeds and rebate excess earnings as required to the U.S. Treasury to avoid the loss of tax-exempt status.

The City will enforce filing notices of completion on all projects within five years of their financing.

The City shall continually review outstanding obligations and aggressively initiate refinancings when economically feasible and advantageous.

The Chief Financial Officer will periodically report unspent capital project funds to the City Manager and City Council not less than annually.

### **Debt Administration**

The City shall comply with the Internal Revenue Code Section 148 — Arbitrage Regulations for all tax-exempt debt issued. An annual estimate of arbitrage liabilities shall be obtained by the City and recorded on the financial statements.

A good faith deposit of 2.0% of the par amount of the bond sale shall be presented by the underwriter in the form of a check or surety acceptable to the City and Bond Counsel prior to the approval of the bonds by the Mayor and City Council.

The City shall use a competitive bidding process in the sale of debt unless the use of a negotiated process is warranted due to market timing requirements (refunding), or a unique pledge or debt structure. The City will award competitively issued debt on a true interest cost (TIC) basis.

The City welcomes ideas and proposals from investment bankers and will seek to give first consideration to those firms that submit unique and innovative ideas that benefit the City. Unsolicited proposals should be submitted to the City's Chief Financial Officer.

The selection of an underwriter or group of underwriters for a negotiated sale shall be based on the following factors:

- Participation in the City's competitive sales;
- Submission of unique or creative proposals;
- Qualifications of firm;
- Size and geographic distribution of their sales staff.

All professional service providers selected in connection with the City's debt issuance and management program shall be chosen through a competitive process such as request for proposals (RFP's) on an as needed basis.

The use of reimbursement resolutions shall be encouraged as a cash management tool for debt funded projects. Reimbursement resolutions may be used for any project that has been approved in the City's Capital Budget. Reimbursement resolutions may be used for other projects if the projects are revenue supported or fund within departments' operating budget.

The City shall obtain a clear opinion from qualified legal counsel that the City is not liable for the payment of principal and/or interest in the event of default by a conduit borrower. If no such opinion can be obtained, the conduit borrower will be required to purchase insurance or a letter of credit in the City's name in the event of default. Examples of a conduit issuer are special authorities, tax-increment financing districts, public improvement districts, or industrial development issuers.

### **Debt Capacity and Affordability**

A long-term debt capacity and affordability analysis will be completed on an annual basis as a means of ensuring that the City does not exceed its ability to service current and future debt requirements. This analysis will verify that the City is maintaining the following ratios and will be performed in conjunction with the City's Capital Improvement Program (CIP) process. The guidelines that are utilized for direct City debt are as follows:

1. The ratio of Net Tax-Supported Debt Service to General Fund Revenues should not exceed 12%, within the six-year CIP projection;

2. The ratio of Net Tax-Supported Debt Service to Market Value should not exceed four percent (4%), within the six-year CIP projection;
3. The 10 Year Debt Payout Ratio of Net Tax-Supported Debt Service Should Be Greater Than or Equal To 50%.

### **Utility Fund Debt**

The City will adopt annual water and sewer rates that will generate sufficient revenues to meet the legal requirements of Enterprise Fund bond covenants. These rates will also allow for adequate capital replacement in water and sewer systems.

### **Refunding Bonds**

The City, with the assistance of its Financial Advisor, shall monitor the City's debt portfolio on a regular basis for refunding opportunities. When contemplating a refunding, the City will have a minimum of 3.0% economic savings (as expressed on a net present value basis) as a benchmark to proceed with a refunding. This policy is not intended to preclude the possibility of refunding one or more maturities of existing debt that generate a lesser amount of net present value savings if conditions warrant, but it is the intention to generate overall net present value savings equal to at least 3.0% of refunded par amount on any given transaction.

The City may from time to time consider a restructuring of its existing debt. Such restructurings are not subject to the net present value savings threshold identified above, but should be undertaken only rarely and the rationale and possible ramifications explained fully to the City Council.

### **Capital Improvement Program Guidelines**

The City will develop a Five-Year Capital Improvement Program annually. The first year of this plan will be approved and appropriated by the City Council after legal advertising and public hearing requirements have been met.

The City will continue to enhance the level of pay-as-you-go funding in the annual Capital budget as a means of reducing reliance on debt financing for capital projects.

The City will maintain its physical assets at a level adequate to protect the City's capital investment and minimize future maintenance and replacement costs. The operated budget will provide for the adequate maintenance of these facilities and infrastructure.

## **Retirement System Funding**

**The City will use an actuarially-accepted method of funding its City managed pension systems to achieve a fully-funded status and will continually strive to attain fully-funded pensions.**

## **Other Post-Employment Benefits (OPEB) Funding**

The City will implement the accounting precepts of the Governmental Accounting Standards Board's Statement #45 and, if required, Statement #43. A funding strategy will be developed that sets aside resources to pre-fund OPEB liabilities on an actuarially sound basis over time, although as of the effective date of these Financial Policies, the City has no plans to establish an irrevocable trust fund to accumulate assets. In light of ongoing discussions regarding national health care, the City will determine the utility of a trust fund at a later date and amend these Financial Policies as necessary once a final decision regarding the establishment of a trust fund is made.

## **Investment Policy**

By State statute, the City Treasurer is responsible for the investment of the City's operating and bond funds consistent with the Code of Virginia. The Treasurer operates under a written investment policy that provides policy guidance on the placement of investments.

In addition to the functions of the City Treasurer, City Staff will annually review the investment program of the City. The City's Financial Advisor shall prepare, in consultation with Staff, an "Annual Investment of City Funds" report to be delivered within three months of the close of the Fiscal Year. This report will analyze, amongst other items:

1. Compliance with adopted investment policy guidelines;
2. Diversification of investments;
3. Concentration of trades with broker-dealers; and
4. Benchmarking of investment return performance against relevant peer comparisons.

## **Special Revenue / Enterprise Funds**

It is the general policy of the City to avoid designation of discretionary funds in order to maintain maximum financial flexibility. The City may, however, create dedicated funding sources when there are compelling reasons based on state law or policy objectives. Policies will be developed for the use of each fund.

## **OVERSIGHT**

### **Independent Audit**

The City will be audited annually by an independent external auditing firm that specializes in independent financial and compliance auditing services. The audit will comply fully with the Code of Virginia, Generally Accepted Accounting Principles (“GAAP”), and federal requirements for “Single Audit.”

The City will rotate external auditing firms not less than once every five (5) years.

## REVENUE PROJECTIONS

General Fund projections for FY2012 and FY2013 are formulated using a combination of forecasting techniques, regional economic data and local government operational experience. In early December, six months prior to the new fiscal year, the City's annual financial audit is usually complete. The success of the previous year's revenue forecasts are compared and cross checked against the actual audited financial statements to see if any refinement needs to be made to the model. Should any changes be required, they are made and refined forecasts are run for the upcoming fiscal year. These revised estimates are cross checked a second time against a variety of forecasted economic data with special emphasis on: consumer and wholesale prices, local population, retail sales, building and construction activity data, employment, wages, interest rates and federal/state funding to ensure the forecast is still consistent with future economic expectations. Continuing refinements are made as required, up until March, or about four months prior to the beginning of the new year.

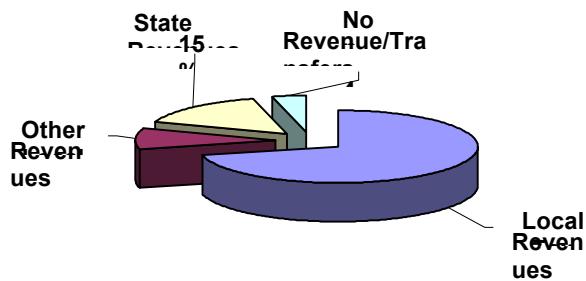
### **Economy**

The fiscal health of City of Portsmouth has an effect on the levels of service that will be provided to the residents of the City. Portsmouth's revenues indicate a slow down in the local economy reflecting the fact that locally and nationally, the economy has remained weak and this negative trend is expected to continue. Several factors have fueled this slow down: consumer confidence is weak, the job market is weak, wage and salary gains have not kept up with inflation, and consumer credit is not widely available. The price of gasoline at the pump is near an all time high. Home sales have set new lows; nationwide housing sales are at an all time low. Growth nationally is expected to be weak this year, and locally it is expected to continue at a similar slow pace.

### **Revenue Assumptions**

Total estimated General Fund revenue for FY 2012 and FY2013, including transfer from other funds, is \$229,504,050 and \$229,523,525. FY 2012 is an increase of \$11.1 million, or 4.8% over FY2011 and FY2013 and increase of \$19,000 thousand over FY2012. For analytical reasons, General Fund Total Revenues are categorized into four broad categories: Local Tax Revenue, Other Local Revenue, State Revenue and Non Revenue/Transfers. The table below summarizes General Fund revenue by category. Following is a brief discussion of the revenue components in each of the categories, including graphs depicting the historical trends of these revenue sources as compared with future projections

**FY 2012 GENERAL FUND REVENUES**



Description	FY10 ACTUAL	FY2011 REVISED	FY2012 ADOPTED	FY2013 PLANNED
Local Tax Revenue	164,316,744	159,210,124	163,096,117	166,783,981
% of Total	74%	73%	71%	72%
Other Local Revenue	15,189,130	14,715,117	21,890,184	17,978,318
% of Total	7%	7%	10%	8%
State Revenue	35,711,361	35,587,561	35,501,074	35,744,550
% of Total	16%	16%	15%	16%
Non Revenue/Transfers	8,327,381	8,848,587	9,016,674	9,016,675
% of Total	3%	4%	4%	4%
<b>Total General Fund Rev.</b>	<b>223,544,617</b>	<b>218,361,390</b>	<b>229,504,050</b>	<b>229,523,525</b>
%	100%	100%	100%	100%

Below is a table summarizing the General Fund Revenues. This Revenue Summary illustrates trends impacting the City's General Fund. Revenues depicted include transfers from other funds.

Revenue	Revised FY11	Adopted FY12	Planned FY13
CURRENT REAL PROPERTY TAXES	86,046,783	88,884,644	90,865,644
DELINQUENT REAL PROPERTY TAXES	4,000,000	3,227,197	3,301,423
CURRENT PERSONAL PROPERTY TAXES	15,562,884	17,000,000	17,391,000
DELINQUENT PERSONAL PROPERTY TAXES	3,936,258	2,055,584	2,102,862
PSC REAL PROPERTY TAXES	2,074,391	2,700,000	2,762,100
PSC PERSONAL PROPERTY TAXES	1,167,000	1,200,000	1,227,600
MACHINERY AND TOOLS TAXES	2,020725	2,094,000	2,142,162
PENALTIES	1,271,149	1,400,000	1,432,200
INTEREST	458,275	591,878	605,491
OTHER LOCAL TAXES	25,502,921	26,597,815	27,209,565
UTILITY TAXES	17,169,469	17,345,000	17,743,935
CHARGES FOR SERVICES	5,378,378	12,703,841	8,660,209
OTHER FINANCING SOURCES	94,000	260,000	260,230
RECOVERED COSTS	4,293,746	4,169,318	4,191,442
LICENSES AND PERMITS	939,425	1,088,025	1,113,051
USE OF PROPERTY	2,096,000	1,687,000	1,725,801
MISCELLANEOUS	20,000	55,000	56,265
STATE REVENUE	35,587,561	35,501,074	35,744,550
PAYMENT IN LIEU OF TAXES	1,893,568	1,927,000	1,971,321
TRANSFERS	8,266,039	8,566,039	8,566,039
<b>Total General Fund Revenue</b>	<b>218,361,390</b>	<b>229,504,050</b>	<b>229,523,525</b>

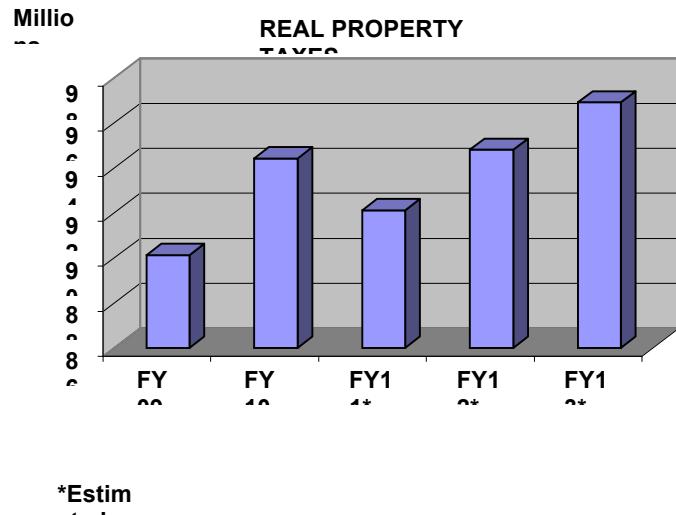
## **LOCAL TAX REVENUE**

Local Tax Revenue represents City of Portsmouth's principal source of revenue. City tax revenue is projected to total \$163.1 million or 71% of the General Fund revenue for FY 2012. This is an increase of 2%, or \$3.9 million over the current fiscal year. Local Tax Revenue includes:

	<b>FY 2010 Actual</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>Increase (decrease)</b>	<b>FY 2013 Planned</b>	<b>Increase (decrease)</b>
Real Property Tax	94,438,567	92,121,174	94,811,841	2,690,667	96,929,167	2,117,326
Personal Property Tax	21,115,921	20,666,142	20,255,584	(410,558)	20,721,462	465,878
Other Local Taxes	8,896,345	7,492,193	7,942,354	450,161	8,125,029	182,675
Business License Tax	6,383,132	5,852,032	6,255,000	402,968	6,398,865	143,865
Cigarette Tax	2,884,253	3,165,833	2,950,000	(215,833)	3,017,850	67,850
Lodging Tax	725,682	835,890	775,000	(60,890)	792,825	17,825
Restaurant Food Tax	6,221,438	6,283,537	6,388,338	104,801	6,535,270	146,932
Local Sales Tax	6,306,346	5,623,854	6,373,000	749,146	6,519,579	146,579
Utility Taxes	17,345,060	17,169,469	17,345,000	175,531	17,743,935	398,935
<b>Total Local Tax Revenue</b>	<b>164,316,744</b>	<b>159,210,124</b>	<b>163,096,117</b>	<b>3,885,993</b>	<b>166,783,981</b>	<b>3,687,864</b>

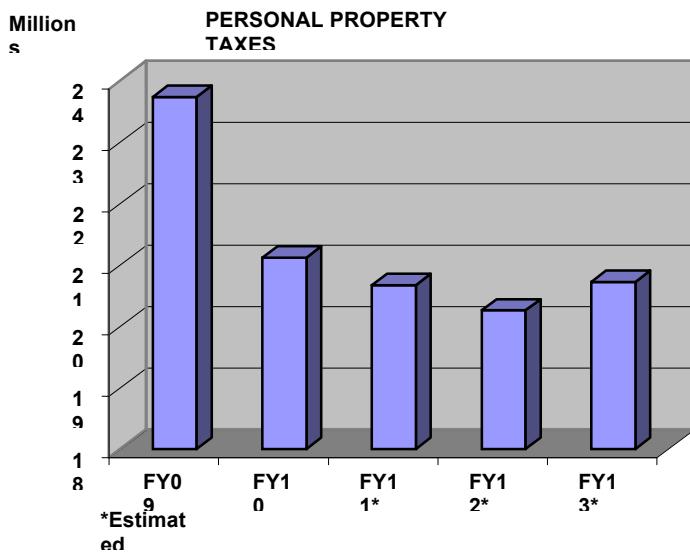
The majority, 71%, of the \$163.1 million in Local Tax revenues is derived from Real and Personal Property Tax revenues (including public service corporations), which are estimated to generate \$115.1million or 50% of total General Fund revenue. Local Sales Tax revenue increased \$749,146 thousand or 12.1% and continues to grow at a slower rate in FY2013. Business & Professional License (BPOL) Tax revenue is projected to increase to \$6.3million in FY2012.

**Real Property Taxes** are estimated to generate \$94.8 million or 41% of the City's total General Fund revenue in FY2012. This is an increase of \$2.7million or 3% over the current fiscal year. Included within this total is revenue derived from delinquent real estate taxes and real estate taxes paid by public service corporations. The FY2011 revenue is calculated with a tax rate of \$1.21 per \$100 of assessed value for FY2012 and FY2013



**Personal Property Taxes** are levied on the tangible property of individuals and businesses. For individuals, this tax is primarily on automobiles and recreational vehicles. Businesses personal property includes motor vehicles, machines, furniture, computers, fixtures and tools. The projection maintains the following Personal Property Tax rates: \$5.00 per \$100 of assessed value for tangible personal property; \$3.00 per \$100 of assessed value for machinery and tools; \$0.50 per \$100 of assessed value on boats.

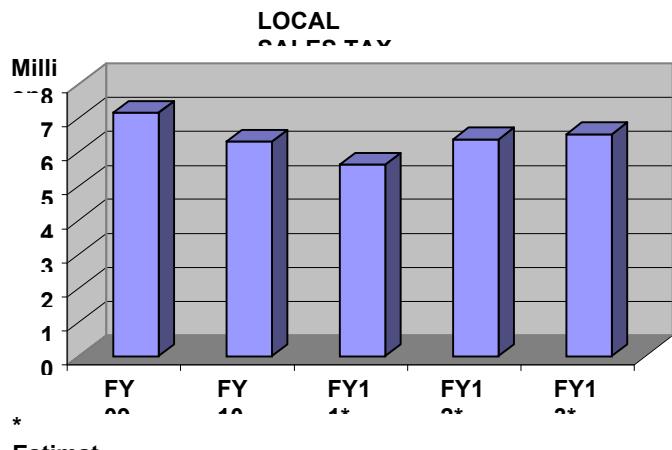
FY2012 marks the twenty second year of the Personal Property Tax Relief Act (PTRA) enacted by the General Assembly in 1998, although actual reimbursements to localities were capped by the State in the 2004 legislative session. Due to the States payment cap the amount of tax relief will vary by year and locality. For Portsmouth residents owning qualifying individual vehicles assessed at or below \$1,000, the State's reimbursement is intended to pay 100 % of the FY2012 tax levy. For qualifying individual vehicles assessed between \$1,001 and \$20,000, the State will pay Portsmouth City a percentage of the FY2009 tax levy. With qualifying individual vehicles valued at \$20,001 or more the State will pay Portsmouth City a percentage of the FY2012 tax levy for the first \$20,000 of value only. Portsmouth's payment will remain constant, so as personal property values increase over time, the actual percentage of State reimbursement will continue to decrease. Personal Property Tax revenue is estimated at \$20.3million for FY2012. This represents 9% of total General Fund revenue. This revenue includes taxes from current and delinquent personal property and taxes on personal property owned by public service corporations. FY2012 estimates for personal property incorporate an increase for vehicle assessments based on anticipated population growth and increases in business investment. Recent increases in used car valuations have been factored into these projections as well. Projections for Personal Property Tax receipts anticipate a 2 % decrease for FY2012 and a 2% increase in FY2013.



## OTHER LOCAL TAXES

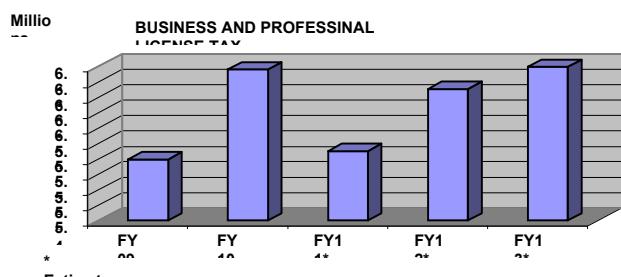
**Other Local Taxes** includes funds received for local sales tax, admission and amusement tax, bank franchise tax, business and professional licenses, licensing fees tax, lodging tax cigarette tax, recordation taxes, restaurant food tax, short term rental tax, franchise tax. In total \$7.5 million is budgeted in FY2011, while the projections for FY2012 and FY2013 are \$7.9 and \$8.1 respectively.

**Local Sales Tax revenue** is considered an elastic revenue source because it is responsive to changes in the economy. Virginia's Sales Tax rate was increased to 5.0 % during FY2005. The Virginia General Assembly approved the increase in May 2004 and dedicated the proceeds to local education. With the increase the State will retain 4.0 % and return 1.0 % as unrestricted revenue to the locality where the funds were collected. Local Sales Tax revenue is projected to generate \$6.4 million in FY2012, an increase of \$749 thousand from the current fiscal year budget. The retail sales sector is starting to show signs of a modest recovery from the recession.



**Business & Professional License (BPOL)** Taxes are levied on businesses operating in the City.

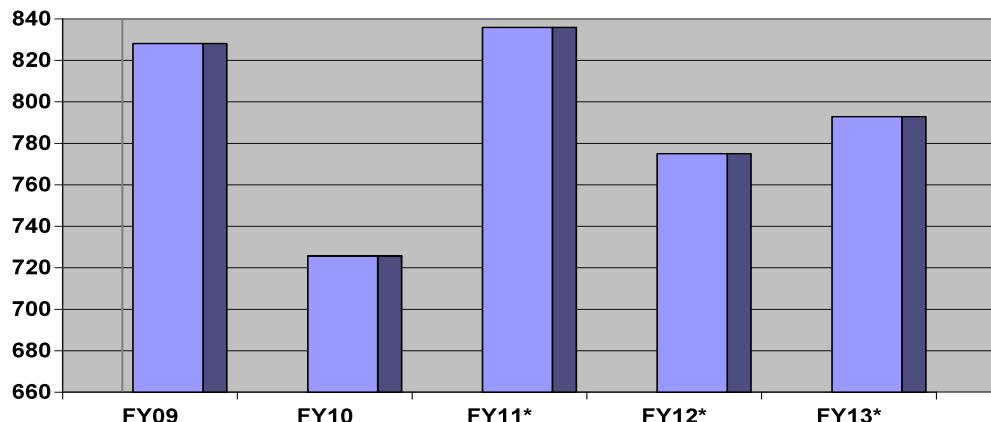
The FY2012 forecast assumes BPOL tax receipts will increase by \$403 thousand to \$6.3million. FY 2012 and FY2013 predictions assume an increase of 7% and an increase of 2 % respectively, and are based on last year actual collections increasing during the current economic slow down.



**Lodging Taxes** under the Code of Virginia are defined as “transient occupancy taxes”. These taxes are similar to the Sales Tax in that they are based on the value of a purchase, which in this case is a motel or hotel room. The Lodging Tax rate in Portsmouth is 8.0 %. Fiscal Year 2012 revenue estimate for the Lodging Tax total \$775 thousand, which is a decrease of \$61,000 from the FY2011 estimate.

Thousands

### LODGING TAX

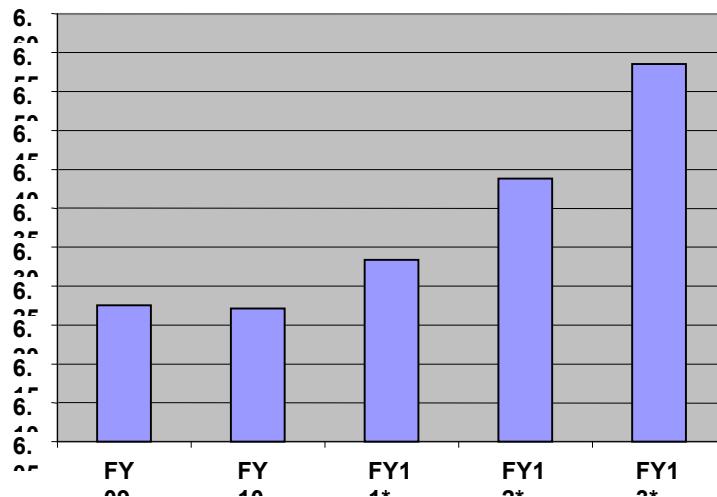


\* Estimated

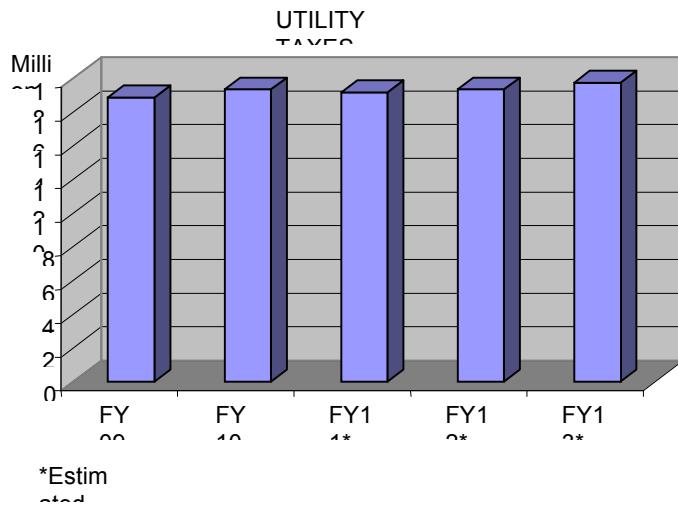
**Restaurant Food Tax** is assessed on the sale of prepared food and beverages sold at food establishments in the City. The projected revenue increase is 2% or \$105 thousand over the FY11 estimate. The tax rate is 6.5% plus the 5 % sales tax for a total of 11.5%

MILLION

### RESTAURANT FOOD TAX



**Utility Taxes** is applied to water, gas and electric service recipients residing within the City. Revenues from this utility tax are expected to reach \$17,345 million. Assumption for 2012 is a 1% growth in collections. Prior to FY2008 this revenue category also included the E-911 Service Charge which was replaced by the State Communication Sales and Use Tax (HB#568). This revenue category is projected to increase \$175,531 for FY2012 and \$398,935 in FY2013.



## OTHER LOCAL REVENUE

This category includes all other local revenue not included above; specifically, Charges for Services, Other Financing Sources, Licenses and Permits, Use of Property and Miscellaneous. This category represents 7% of total local General Fund revenue or \$15.8 million. This \$7.3 million is a decrease of 46% from FY2011.. Listed below are descriptions of the large revenues in this category.

**Charges for Services** are revenues paid by users of various City services including participation fees for Recreation Activity, Ambulance fees, Museum admission. Charges for Services are estimated at \$12.7 million in FY2012. This represents an increase of \$7.325 million, or 173%, when compared to FY2011. The use of excess fiscal year 2010 dollars accounts for \$6.6 million of this increase. Adjusting the \$12.7 million, to exclude the \$6.6 million excess fund balance, the actual dollar increase in Charges for Services is \$725,000 or 14% compared to FY 2011. In FY12 the \$6.6 million in excess fund balance will cash fund: \$2 million CIP equity funding, \$1.8 million for the courthouse reserve, \$916,069 for a onetime bonus payment to general wage employees, \$699,881 to support the public school system and the balance will fund other miscellaneous non-recurring expenses.

**Recovered Cost** includes cost recovered from the Parking Authority, Utility Fund, Risk Management, Fund Social Services Fund, Stormwater Management Fund and Waste Management and various other smaller items and includes \$4.169 million estimated revenue in FY2012.

**Licenses and Permits** category includes Dog licenses, Plan review, Re-inspection fees, Right Away permits, all building, electrical, plumbing and heating permit fee revenue. Building Fees are based on the determined or calculated “value” of construction. Building Structure permits, which is an elastic revenue, and accounts for 34% of this revenue category. Licenses and Permits are projected to total \$1,088 million and are anticipated to have a slight increase.

**Use of Property** is estimated to generate \$1.7 million in FY12. This category of revenue includes rental of City property and rental of Antenna Sites and Recreational Facilities

**Payment In Lieu Of Taxes** included is the Portsmouth Redevelopment Authority, Public Utilities, Regional Jail, Virginia Ports Authority This revenue will reflect an increase of \$33,432 for FY120 and increase of \$44,321 for FY2013.

## STATE REVENUE

Payments from the Commonwealth of Virginia are divided into three functional categories: (1) State Non-Categorical Aid. (2) State Shared Expenses and (3) State Categorical Aid. State Revenue is estimated at \$35.5 million in FY12 and \$35.7 million in FY13, which represents 15% of General Fund revenue. These types of revenue are described below.

### State Non-Categorical Aid

The State provides general support to municipalities through a variety of revenue generating mechanisms. A portion of profits realized from the sale of wine and liquor at the State Alcohol Beverage Control (ABC) Commission stores are distributed to municipalities. The City receives a 3% tax on mobile home title filing and 50% of the revenue collected by the Clerk of the Circuit Court for the filing of deeds on property. In lieu of personal property tax revenue, the City receives a 4% daily rental tax on vehicles rented within the City.

This category also includes reimbursements from the State for implementation of the personal property tax reduction on private vehicles. The 2004 General Assembly changed this program, by adopting a \$950 million statewide cap on reimbursements starting in 2006. FY07 is the first full fiscal year with this cap in place. The amount of revenue to be disbursed to Portsmouth will be the same each year: \$9.9 million (PPTRA).

Non-Categorical Aid	FY09	FY10	FY11	FY12	FY13
	Actual	Actual	Amended	Adopted	Planned
Mobile Home Sales	2,567	1,260	1,000	0	0
Recordation Tax	310,872	178,995	257,000	407,750	407,750
Rolling Stock Tax	27,776	34,886	24,000	35,000	38,805
Vehicle Rental Tax	151,617	117,763	150,000	125,000	127,875
PPTRA Current	7,954,585	7,954,585	7,954,585	7,954,585	7,954,585
PPTRA Delinquent	1,908,377	1,908,377	1,908,377	1,908,377	1,908,377
<b>Total</b>	<b>10,355,794</b>	<b>10,195,866</b>	<b>10,294,962</b>	<b>10,430,712</b>	<b>10,434,390</b>

### State Shared Expenses

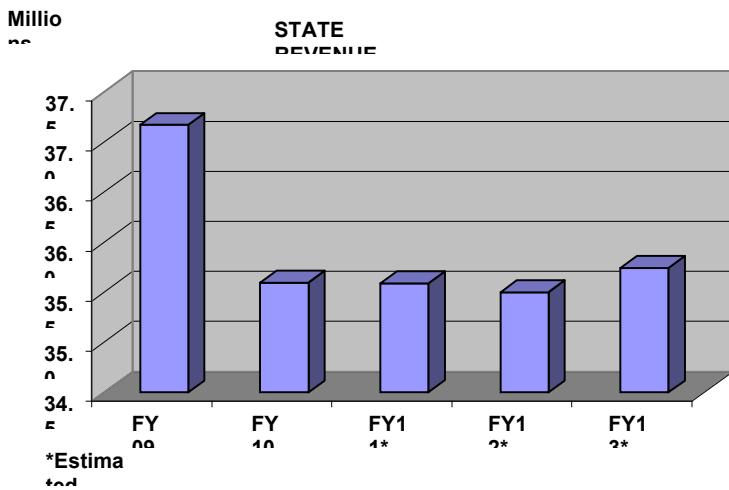
The Commonwealth provides partial operating support through the State Compensation Board for offices established in the State Constitution. This category includes anticipated receipts from the State to assist in defraying costs associated with the operation of these agencies, these revenues sources are frequently affected by the State Compensation Board and Virginia General Assembly decisions regarding appropriate levels of aid to localities. The Compensation Board adopts its official allocation budget following the adoption of the City budget.

<b>Shared Expenses</b>	<b>FY09</b>	<b>FY10</b>	<b>FY11</b>	<b>FY12</b>	<b>FY13</b>
	<b>Actual</b>	<b>Actual</b>	<b>Amended</b>	<b>Adopted</b>	<b>Planned</b>
Circuit Court Clerk	1,009,209	808,438	855,179	872,395	872,395
City Registrar	32,559	129,993	33,000	40,932	41,873
City Sheriff	5,998,923	5,795,749	5,727,799	5,770,041	5,770,041
City Treasurer	353,372	301,374	267,291	267,089	267,089
Commissioner of Revenue	295,124	262,929	247,257	248,124	248,124
Commonwealth's Attorney	1,614,734	1,517,432	1,535,016	1,700,558	1,700,558
DMV Select	45,246	68,404	45,000	50,000	51,150
<b>Total</b>	<b>9,349,167</b>	<b>8,884,319</b>	<b>8,710,542</b>	<b>8,949,139</b>	<b>8,951,230</b>

### State Categorical Aid

The City receives a variety of other revenues that have been designated for a specific purpose.

	<b>FY09</b>	<b>FY10</b>	<b>FY11</b>	<b>FY12</b>	<b>FY13</b>
<b>Categorical Aid</b>	<b>Actual</b>	<b>Actual</b>	<b>Amended</b>	<b>Adopted</b>	<b>Planned</b>
Escheated Property Proceeds	2,247	0	2,300	0	0
VDOT	9,504,902	9,314,911	9,175,000	9,200,000	9,411,600
Library Funds-Books	189,908	215,379	191,000	210,000	214,830
Wireless E-911	44,488	0	0	0	0
Correctional Fac Block Gr	1,105,117	916,689	1,217,000	925,000	946,275
Law Enforcement	6,621,309	6,068,511	5,996,757	5,786,223	5,786,223
<b>Total</b>	<b>17,467,971</b>	<b>16,515,490</b>	<b>16,582,057</b>	<b>16,121,223</b>	<b>16,358,223</b>



## **TRANSFERS FROM OTHER FUNDS**

Transfers to the General Fund include Economic Development Authority (EDA), School Operating, BHS, Law Library Fund, Donations Fund, Willet Hall Fund, Public Utility Operating Fund, Port Fund, Parking Authority Fund, Risk Management Fund to cover the related administration and overhead cost of these functions.

	<b>FY08</b>	<b>FY09</b>	<b>FY10</b>	<b>FY11</b>
<b>Operating Transfers In</b>	<b>Actual</b>	<b>Amended</b>	<b>Adopted</b>	<b>Planned</b>
From EDA	\$125,000	\$125,000	\$125,000	\$125,000
From School Operating	267,204	267,204	267,204	267,204
From BHS	1,126,105	338,000	338,000	338,000
From Law Library Fund	51,975	0	0	0
From Donations Fund	38,119	0	0	0
From Willet Hall Fund	299,075	0	0	0
From Public Utility Oper	7,500,000	7,200,000	7,500,000	7,500,000
From Port Fund	575,000	0	0	0
From Parking Authority Oper	0	335,835	335,835	335,835
From Risk Management Fund	1,500,000	0	0	0
<b>Total Transfers</b>	<b>11,482,478</b>	<b>8,266,039</b>	<b>8,566,039</b>	<b>8,566,039</b>

**City of Portsmouth**  
**Fiscal Year 2012 Adopted Budget Revenue Summary**

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2012 Adopted	FY 2013 Planned
<b><u>100 General Fund</u></b>				
<b>Taxes</b>				
Real Property	95,290,325	92,121,173	94,811,840	96,929,166
Personal Property	21,115,922	20,666,142	20,255,584	20,721,462
Other General Proper	4,251,202	3,750,419	4,085,878	4,179,853
Other Local Taxes	36,080,251	34,943,974	36,258,815	37,092,768
Utility Tax Revenue	7,579,044	7,728,416	7,684,000	7,860,732
	164,316,744	159,210,124	163,096,117	166,783,981
<b>Intergovernmental Revenue</b>				
State Non-Categorical Aid	10,195,866	10,294,962	10,430,712	10,434,392
State Categorical Aid	25,399,809	25,292,599	25,070,362	25,310,158
Federal Revenue	115,686	-	-	-
	35,711,361	35,587,561	35,501,074	35,744,550
<b>Charges For Services</b>				
Charges for Services	3,353,714	3,048,935	4,264,000	4,347,617
Total Recovered Cost	672,346	672,346	351,582	351,582
Miscellaneous Revenue	1,476,698	1,657,097	8,088,259	3,961,010
	5,502,758	5,378,378	12,703,841	8,660,209
<b>Miscellaneous Revenue</b>				
Miscellaneous Revenue	283,485	20,000	55,000	56,265
<b>Other Financing Sources</b>				
Investment Income	7,066	94,000	10,000	10,230
Other Financing Sources	823,914	-	250,000	250,000
	830,980	94,000	260,000	260,230
<b>Recovered Costs</b>				
Total Recovered Cost	3,659,424	4,115,746	3,714,318	3,732,877
Fines and Forfeiture	184,740	178,000	455,000	458,565
	3,844,165	4,293,746	4,169,318	4,191,442
<b>Licenses And Permits</b>				
Licenses and Permits	1,136,979	939,425	1,088,025	1,113,051
<b>Use Of Property</b>				
Use of Property	1,682,779	2,096,000	1,687,000	1,725,801
<b>Payment In Lieu Of Taxes</b>				
Total Recovered Cost	374,894	363,000	375,000	383,625
Miscellaneous Revenue	1,533,091	1,530,568	1,552,000	1,587,696
	1,907,985	1,893,568	1,927,000	1,971,321
<b>Operating Transfers In</b>				
Transfers In	8,327,383	8,848,588	9,016,675	9,016,675
<b>Total General Fund</b>	<b>223,544,617</b>	<b>218,361,390</b>	<b>229,504,050</b>	<b>229,523,525</b>

**City of Portsmouth**  
**Fiscal Year 2012 Adopted Budget Revenue Summary**

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2012 Adopted	FY 2013 Planned
<b><u>400 Behavioral Healthcare Svc Fund</u></b>				
<b><u>Intergovernmental Revenue</u></b>				
State Non-Categorical Aid	89,670	-	146,920	146,920
State Categorical Aid	8,220,281	9,296,941	8,764,610	8,764,610
Federal Revenue	1,609,071	1,550,084	1,567,362	1,567,362
	<u>9,919,022</u>	<u>10,847,025</u>	<u>10,478,892</u>	<u>10,478,892</u>
<b><u>Charges For Services</u></b>				
Charges for Services	31,144	50,000	-	-
Miscellaneous Revenue	19,394	231,000	250,000	250,000
	<u>50,538</u>	<u>281,000</u>	<u>250,000</u>	<u>250,000</u>
<b><u>Other Financing Sources</u></b>				
Investment Income	1,385	25,000	25,000	25,000
<b><u>Operating Transfers In</u></b>				
Transfers In	504,708	518,608	237,356	234,743
	<u>Total Behavioral Healthcare Svc Fund</u>	<u>10,475,652</u>	<u>11,671,633</u>	<u>10,991,248</u>
	<u>10,988,635</u>			
<b><u>405 Public Law Library Fund</u></b>				
<b><u>Charges For Services</u></b>				
Charges for Services	28,574	33,757	31,026	31,026
Miscellaneous Revenue	319	-	-	-
	<u>28,893</u>	<u>33,757</u>	<u>31,026</u>	<u>31,026</u>
<b><u>Other Financing Sources</u></b>				
Investment Income	10	-	-	-
	<u>Total Public Law Library Fund</u>	<u>28,903</u>	<u>33,757</u>	<u>31,026</u>
	<u>31,026</u>			
<b><u>410 Social Services Fund</u></b>				
<b><u>Intergovernmental Revenue</u></b>				
State Categorical Aid	16,852,299	22,975,284	22,896,648	22,896,648
Federal Revenue	16,186	25,000	25,000	25,000
	<u>16,868,485</u>	<u>23,000,284</u>	<u>22,921,648</u>	<u>22,921,648</u>
<b><u>Charges For Services</u></b>				
Miscellaneous Revenue	117,043	200,000	150,000	200,000
<b><u>Miscellaneous Revenue</u></b>				
Miscellaneous Revenue	39,955	-	250,000	250,000
<b><u>Recovered Costs</u></b>				
Total Recovered Cost	61,158	85,000	85,000	85,000
<b><u>Operating Transfers In</u></b>				
Transfers In	4,381,737	5,884,148	5,172,070	5,077,167
	<u>Total Social Services Fund</u>	<u>21,468,378</u>	<u>29,169,432</u>	<u>28,578,718</u>
	<u>28,533,815</u>			
<b><u>415 Community Services Fund</u></b>				
<b><u>Intergovernmental Revenue</u></b>				
State Categorical Aid	4,036,726	5,985,594	4,902,374	4,902,374
<b><u>Operating Transfers In</u></b>				
Transfers In	1,728,998	3,153,013	2,764,093	2,764,093
	<u>Total Community Services Fund</u>	<u>5,765,724</u>	<u>9,138,607</u>	<u>7,666,467</u>
	<u>7,666,467</u>			

**City of Portsmouth**  
**Fiscal Year 2012 Adopted Budget Revenue Summary**

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2012 Adopted	FY 2013 Planned
<b><u>420 Stormwater Management Fund</u></b>				
<b><u>Charges For Services</u></b>				
Charges for Services	5,237,937	5,720,064	6,685,600	9,732,600
<b><u>Other Financing Sources</u></b>				
Investment Income	2,182	-	-	-
<b><u>Fund Balance</u></b>				
Fund Blance	-	74,577	-	-
<b>Total Stormwater Management Fund</b>	<b>5,240,119</b>	<b>5,794,641</b>	<b>6,685,600</b>	<b>9,732,600</b>
<b><u>435 Willett Hall Fund</u></b>				
<b><u>Charges For Services</u></b>				
Charges for Services	18,538	30,000	30,000	30,000
Miscellaneous Revenue	2,121	1,625	1,138	1,866
	20,658	31,625	31,138	31,866
<b><u>Other Financing Sources</u></b>				
Investment Income	226	-	-	-
<b><u>Recovered Costs</u></b>				
Total Recovered Cost	152,406	250,000	250,000	250,000
<b><u>Use Of Property</u></b>				
Use of Property	77,673	105,000	105,000	105,000
<b>Total Willett Hall Fund</b>	<b>250,964</b>	<b>386,625</b>	<b>386,138</b>	<b>386,866</b>
<b><u>440 Recreation Fund</u></b>				
<b><u>Charges For Services</u></b>				
Charges for Services	523,807	600,000	600,000	600,000
<b><u>Other Financing Sources</u></b>				
Investment Income	114	-	-	-
<b>Total Recreation Fund</b>	<b>523,921</b>	<b>600,000</b>	<b>600,000</b>	<b>600,000</b>
<b><u>500 Cemetery Fund</u></b>				
<b><u>Charges For Services</u></b>				
Charges for Services	42,200	50,000	50,000	50,000
<b><u>Other Financing Sources</u></b>				
Investment Income	11,980	50,000	50,000	50,000
<b>Total Cemetery Fund</b>	<b>54,180</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b><u>620 Other Post-Employment Benefits</u></b>				
<b><u>Operating Transfers In</u></b>				
Transfers In	1,000,000	2,500,000	2,500,000	2,500,000
<b>Total Other Post-Employment Benefits</b>	<b>1,000,000</b>	<b>2,500,000</b>	<b>2,500,000</b>	<b>2,500,000</b>
<b><u>630 New Port Community Development Authority</u></b>				
<b><u>Charges For Services</u></b>				
Charges for Services	-	960,220	1,022,642	1,022,642
<b>Total New Port Community Development Authority</b>	<b>-</b>	<b>960,220</b>	<b>1,022,642</b>	<b>1,022,642</b>

**City of Portsmouth**  
**Fiscal Year 2012 Adopted Budget Revenue Summary**

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2012 Adopted	FY 2013 Planned
<b><u>650 Economic Stimulus Fund</u></b>				
<b><u>Intergovernmental Revenue</u></b>				
Federal Revenue	359,563	-	-	-
<b><u>Other Financing Sources</u></b>				
Investment Income	27,566	-	-	-
Other Financing Sources	17,222,170	-	-	-
	17,249,736	-	-	-
<b><u>Schools</u></b>				
Schools	-	2,005,330	-	-
	Total Economic Stimulus Fund	17,609,299	2,005,330	-
<b><u>700 Public Utility Fund</u></b>				
<b><u>Intergovernmental Revenue</u></b>				
Federal Revenue	15,287	-	-	-
<b><u>Charges For Services</u></b>				
Charges for Services	35,186,536	39,903,845	40,292,409	42,487,761
Miscellaneous Revenue	293,737	266,000	266,000	266,000
	35,480,273	40,169,845	40,558,409	42,753,761
<b><u>Other Financing Sources</u></b>				
Investment Income	36,058	-	-	-
Other Financing Sources	115,712	-	-	-
	151,771	-	-	-
<b><u>Recovered Costs</u></b>				
Total Recovered Cost	130,633	168,700	168,700	168,700
<b><u>Licenses And Permits</u></b>				
Licenses and Permits	10,230	7,000	7,000	7,000
<b><u>Use Of Property</u></b>				
Use of Property	70,805	82,000	58,192	58,192
<b><u>Fund Balance</u></b>				
Fund Blance	-	824,265	577,158	-
	Total Public Utility Fund	35,858,998	41,251,810	41,369,459
				42,987,653
<b><u>720 Golf Fund</u></b>				
<b><u>Charges For Services</u></b>				
Charges for Services	964,620	1,057,317	999,243	1,042,250
<b><u>Recovered Costs</u></b>				
Total Recovered Cost	4,729	-	-	-
<b><u>Use Of Property</u></b>				
Use of Property	364,831	381,842	386,250	411,842
<b><u>Operating Transfers In</u></b>				
Transfers In	1,100,000	834,310	594,328	834,896
	Total Golf Fund	2,434,181	2,273,469	1,979,821
				2,288,988

**City of Portsmouth**  
**Fiscal Year 2012 Adopted Budget Revenue Summary**

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2012 Adopted	FY 2013 Planned
<b><u>740 Waste Management Fund</u></b>				
<b><u>Intergovernmental Revenue</u></b>				
State Categorical Aid	680,000	680,000	680,000	680,000
<b><u>Charges For Services</u></b>				
Charges for Services	15,037,913	15,431,770	12,517,235	12,709,159
Miscellaneous Revenue	5,519	13,350	16,050	16,050
	<u>15,043,432</u>	<u>15,445,120</u>	<u>12,533,285</u>	<u>12,725,209</u>
<b><u>Other Financing Sources</u></b>				
Investment Income	2,165	-	-	-
	<b>Total Waste Management Fund</b>	<b>15,725,597</b>	<b>16,125,120</b>	<b>13,213,285</b>
	<b>13,405,209</b>			
<b><u>750 Portsmouth Parking Authority</u></b>				
<b><u>Charges For Services</u></b>				
Charges for Services	355,132	353,620	414,290	414,290
Miscellaneous Revenue	1,846	2,600	800	800
	<u>356,978</u>	<u>356,220</u>	<u>415,090</u>	<u>415,090</u>
<b><u>Other Financing Sources</u></b>				
Investment Income	-	1,650	1,650	1,650
<b><u>Recovered Costs</u></b>				
Fines and Forfeiture	303,099	360,000	300,000	300,000
<b><u>Use Of Property</u></b>				
Use of Property	657,560	667,842	690,550	690,550
<b><u>Operating Transfers In</u></b>				
Transfers In	426,609	377,331	190,972	264,832
	<b>Total Portsmouth Parking Authority</b>	<b>1,744,245</b>	<b>1,763,043</b>	<b>1,598,262</b>
	<b>1,672,122</b>			
<b><u>800 City Garage Fund</u></b>				
<b><u>Charges For Services</u></b>				
Charges for Services	8,389,098	8,002,136	8,335,903	8,454,499
Miscellaneous Revenue	-12,337	-	-	-
	<u>8,376,761</u>	<u>8,002,136</u>	<u>8,335,903</u>	<u>8,454,499</u>
<b><u>Other Financing Sources</u></b>				
Investment Income	941	-	-	-
<b><u>Recovered Costs</u></b>				
Total Recovered Cost	835	5,000	-	-
	<b>Total City Garage Fund</b>	<b>8,378,537</b>	<b>8,007,136</b>	<b>8,335,903</b>
	<b>8,454,499</b>			
<b><u>810 Information Technology Fund</u></b>				
<b><u>Charges For Services</u></b>				
Charges for Services	4,898,774	5,156,146	5,120,380	5,082,219
Miscellaneous Revenue	28,931	40,000	34,319	34,375
	<u>4,927,705</u>	<u>5,196,146</u>	<u>5,154,699</u>	<u>5,116,594</u>
<b><u>Other Financing Sources</u></b>				
Investment Income	620	20,000	10,000	10,000
	<b>Total Information Technology Fund</b>	<b>4,928,325</b>	<b>5,216,146</b>	<b>5,164,699</b>
	<b>5,126,594</b>			

**City of Portsmouth**  
**Fiscal Year 2012 Adopted Budget Revenue Summary**

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2012 Adopted	FY 2013 Planned
<b><u>820 Risk Management Fund</u></b>				
<b><u>Charges For Services</u></b>				
Charges for Services	6,102,797	6,102,797	<b>5,658,241</b>	5,685,363
<b><u>Other Financing Sources</u></b>				
Investment Income	6,935	-	-	-
<b><u>Recovered Costs</u></b>				
Total Recovered Cost	245,942	50,000	<b>50,000</b>	50,000
<b>Total Risk Management Fund</b>	<b>6,355,674</b>	<b>6,152,797</b>	<b>5,708,241</b>	<b>5,735,363</b>
<b><u>830 Health Insurance Fund</u></b>				
<b><u>Charges For Services</u></b>				
Charges for Services	16,414,321	18,786,839	<b>19,865,296</b>	19,865,296
Miscellaneous Revenue	159,235	-	-	-
	16,573,556	18,786,839	<b>19,865,296</b>	19,865,296
<b><u>Other Financing Sources</u></b>				
Investment Income	4,235	-	-	-
<b><u>Operating Transfers In</u></b>				
Transfers In	361,323	-	-	-
<b>Total Health Insurance Fund</b>	<b>16,939,114</b>	<b>18,786,839</b>	<b>19,865,296</b>	<b>19,865,296</b>
<b><u>900 Portsmouth City Public Schools</u></b>				
<b><u>Schools</u></b>				
Schools	-	164,990,386	<b>165,777,950</b>	165,777,950
<b>Total Portsmouth City Public Schools</b>	<b>-</b>	<b>164,990,386</b>	<b>165,777,950</b>	<b>165,777,950</b>
<b><u>910 Community Development</u></b>				
<b><u>Intergovernmental Revenue</u></b>				
Federal Revenue	-	2,649,926	<b>2,552,522</b>	2,552,522
<b>Total Community Development</b>	<b>-</b>	<b>2,649,926</b>	<b>2,552,522</b>	<b>2,552,522</b>
<b>Total Funding Sources</b>	<b>378,326,428</b>	<b>547,938,307</b>	<b>553,631,327</b>	<b>558,951,772</b>

# Expenditure Summary

## Estimating Expenditures

This recessionary period and its impact upon the national and local economies are exhibited throughout the budget. During the preparation and development periods for this budget collaborative work sessions were conducted by the administration which provided for the developing of strategies and the formulating of estimates for the adopted expenditure budget.

In the schedules on the following pages, expenditures are grouped by categories:

- **General Government** – includes all the departments that provide the overall general administration of the City to include City Council, City Clerk, City Manager, Management and Legislative Affairs, Marketing and Communications, City Attorney, Human Resource Management, Civil Service Commission, Registrar, Commissioner of the Revenue, City Assessor, City Treasurer, Finance, Procurement, Risk Management and Information Technology.
- **Judicial** - includes Commonwealth Attorney, Magistrate, Juvenile and Domestic Relations Court, Circuit Court, General District Court, Sheriff, Circuit Court Clerk and the Juvenile Court Services.
- **Public Safety** - includes E-911, Fire, Rescue and Emergency and the Police Department.
- **Public Works/General Services** – City Garage, Storm Water Management, Property Management, Rent of Land, Cemetery Perpetual Care, Mosquito Control, Harbor Center Pavilion, Traffic Engineering, Waste Management, Streets and Highways, Utilities, Public Utilities, Engineering and the Parking Authority.
- **Public Health** - includes Behavioral Healthcare Services, CSA Fund, Health and Social Services.
- **Parks, Recreation, and Cultural** – includes the Law Library, Parks, Recreation and Leisure Services (Administration, Recreation and Parks), Museums, the Public Libraries, Golf and Recreation.
- **Community and Economic Development** – New Port Community Development Authority, Willet Hall, Port Facility and Economic Development, Permits and Inspections, Community Planning and Development Program, Convention and Visitor's Bureau, Planning and Economic Development.
- **Education** – includes Economic Stimulus and Public Education
- **Non-Departmental** – includes Transfers and Contingencies, Public Transportation, Debt Service, Support to Civic & Cultural Organizations and Other Post Employment Benefits.

## General Fund Expenditures in Total

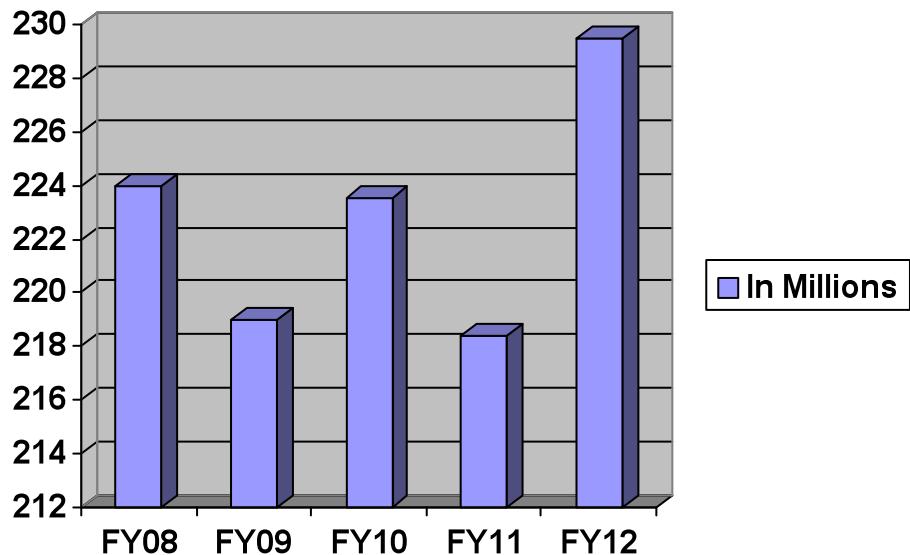
Controlling expenses continues to be an effort of importance to the City; however, the FY12 budget exhibits an \$11.1 million or 5.1% increase above FY11 level. There are several categories where increases are being incurred. Contributing to this increase is: \$1.6 million in new debt service payments, \$300 thousand purchase of non-capital equipment for

## Expenditure Summary

the City Assessor's office, a \$450 thousand reserve for public safety pay increase, if necessary, \$515 thousand recreation initiative to be identified, a \$1.4 million increase in public school funding, \$1 million in cost to be incurred by the Police Department in handling prisoner in-take, and other increases related to the cost of doing business. Additionally, salary savings in the amount of \$2.8 million projected for FY11 was not duplicated in FY12.

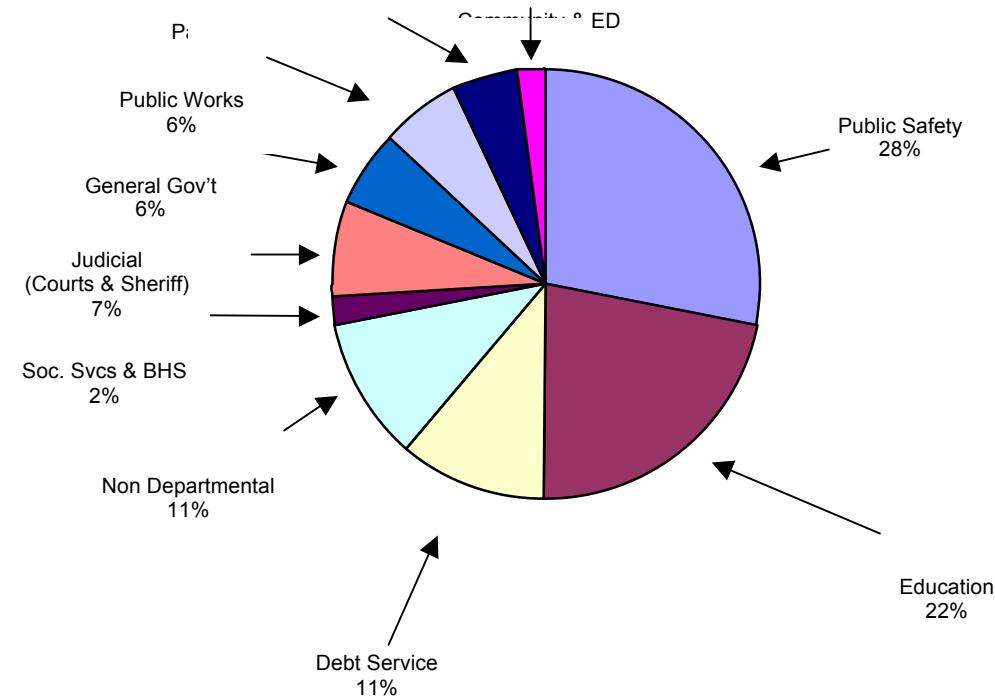
Category	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Adopted	FY 2012 Projected
Total Operating Budget	224,028,276	219,001,972	223,544,617	218,361,390	229,504,050

The graph below exhibits the changes realized and recognized in the General Fund expenditures over the five year-end fiscal periods from FY08 actual or adopted to FY12 projected. The fluctuations reflect management's practice of implementing cost cutting measures and the enforcement thereof when it was feasible being cautious not to adversely impact the level of service to the citizens. The most immediate decline in cost occurred between FY10 and FY11 as several factors which resulted in expenditure reductions were implemented to include: 1) level funding for the Portsmouth Public Schools, 2) a 11% reduction in spending by all departments (excluding Schools and Public Safety) 3) no general wage increase or COLA for City owned pension plan recipients, 4) level funding of Other Post Employee Benefits (OPEB) and other cost cutting measures.



## Expenditure Summary

### General Fund: Appropriation by Categories



#### Comparative Expenditures by category:

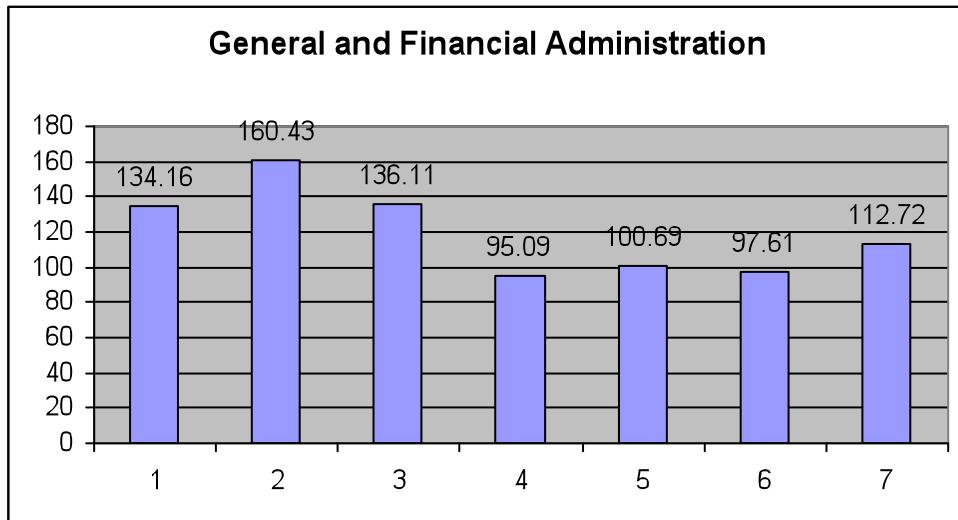
This section highlights expenditures per the "Comparative Report of Local Government Revenues and Expenditures" for the period ended June 30, 2010. This information is utilized as an analytical tool to display categories of expenditures across the governing counties, cities, and towns within the State of Virginia. Several charts will be displayed to show the following comparative data for the six neighboring localities (Norfolk, Virginia Beach, Suffolk, Newport News, Chesapeake and Hampton) based on the following broad categories:

1. General and Financial Administration expenditures
2. Public Safety expenditures
3. Education expenditures by activity

# Expenditure Summary

**General and Financial Administration** – this category includes the Commissioner of the Revenue, City Treasurer, Data Processing, Automotive Motor Pool, Purchasing, Print Shop and Risk Management/Insurance. The City of Portsmouth ranks fifth among the seven localities in per capita spending for this category, and 69.83% of the average of the State of Virginia.

Cities	Per Capita \$	% of Avg.
1.Chesapeake	134.16	93.04
2.Hampton	160.43	111.26
3.Newport News	136.11	94.39
4.Norfolk	95.09	65.94
<b>5.Portsmouth</b>	<b>100.69</b>	<b>69.83</b>
6.Suffolk	97.61	67.69
7.Virginia Beach	112.72	78.17
State average per capital \$144.20		

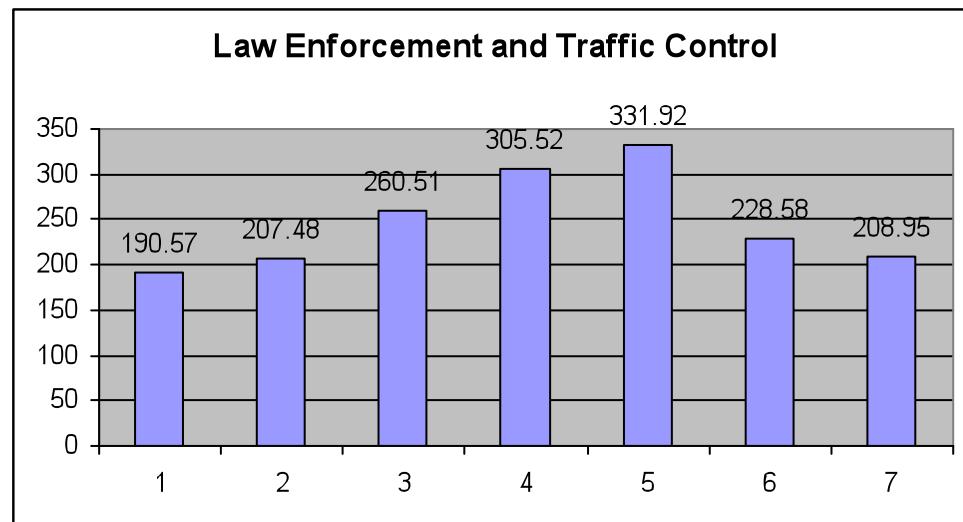


**Public Safety Expenditures** – This Category includes Law Enforcement and Traffic Control, Fire and Rescue Services, Correction and Detention, Inspections and Other Protection. Law Enforcement and Traffic Control, Fire and Rescue Services and Correction and Detention per capita expenditures and rankings are displayed below.

## Law Enforcement and Traffic Control

Cities	Per Capita \$	% of Avg.
1. Chesapeake	190.57	68.72
2. Hampton	207.48	74.81
3. Newport News	260.51	93.94
4. Norfolk	305.52	110.16
<b>5. Portsmouth</b>	<b>331.90</b>	<b>119.68</b>
6. Suffolk	228.58	82.42
7. Virginia Beach	208.95	75.34
State average per capital \$277.33		

# Expenditure Summary

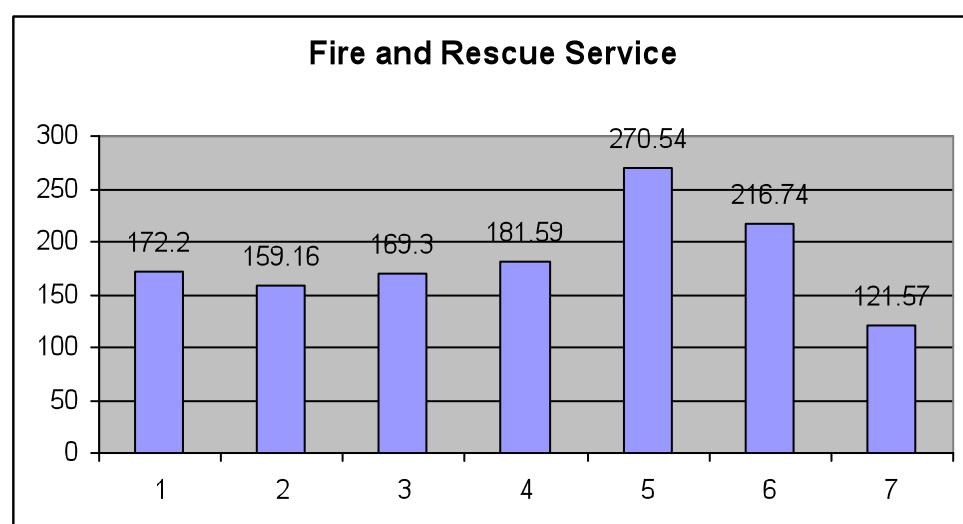


The City of Portsmouth ranks first among the seven localities in per capita spending for Law Enforcement and Traffic Control and 119.68% of average of the State of Virginia.

## Fire and Rescue Services

Cities	Per Capita \$	% of Avg.
1. Chesapeake	172.20	94.31
2. Hampton	159.16	87.17
3. Newport News	169.30	92.73
4. Norfolk	181.59	99.45
<b>5. Portsmouth</b>	<b>270.54</b>	<b>148.17</b>
6. Suffolk	216.74	118.70
7. Virginia Beach	121.57	66.58

State average per capital \$182.59



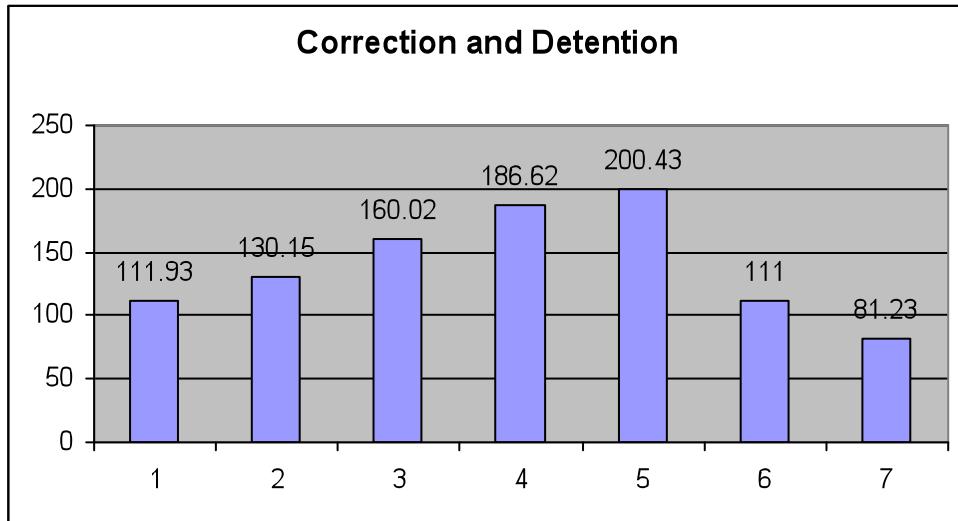
# Expenditure Summary

The City of Portsmouth ranks first among the seven localities in per capita spending for Fire and Rescue services and 148.17% of the average of the State of Virginia.

## Correction and Detention

Cities	Per Capita \$	% of Avg.
1. Chesapeake	111.93	78.14
2. Hampton	130.15	90.85
3. Newport News	160.02	111.70
4. Norfolk	186.62	130.27
<b>5. Portsmouth</b>	<b>200.43</b>	<b>139.91</b>
6. Suffolk	111.0	77.48
7. Virginia Beach	81.23	56.70

State average per capital \$143.25



The City of Portsmouth ranks first among the seven localities in per capita spending for Correction and Detention and 139.91% of the average of the State of Virginia.

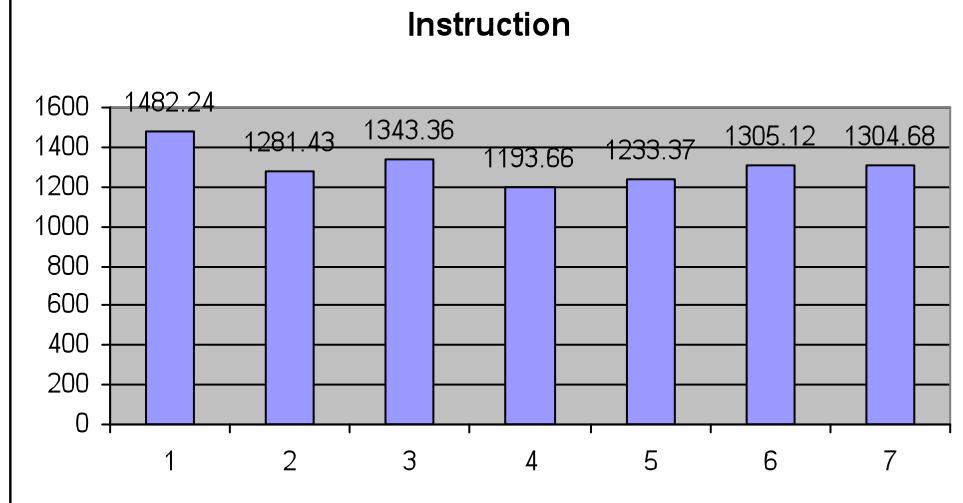
**Education** – This category includes Instruction, Administration, Attendance and Health, Public Transportation Services, Operation and Maintenance Services. Comparative data is displayed below for the categories of 1) Instruction, 2) Administration and 3) Attendance and Health.

## Instructions

Cities	Per Capita \$	% of Avg.
1. Chesapeake	1482.24	116.94
2. Hampton	1281.43	90.85
3. Newport News	1343.36	105.98
4. Norfolk	1193.66	94.17
<b>5. Portsmouth</b>	<b>1233.37</b>	<b>97.30</b>
6. Suffolk	1305.12	102.97
7. Virginia Beach	1304.68	102.93

State average per capital \$1,267.54

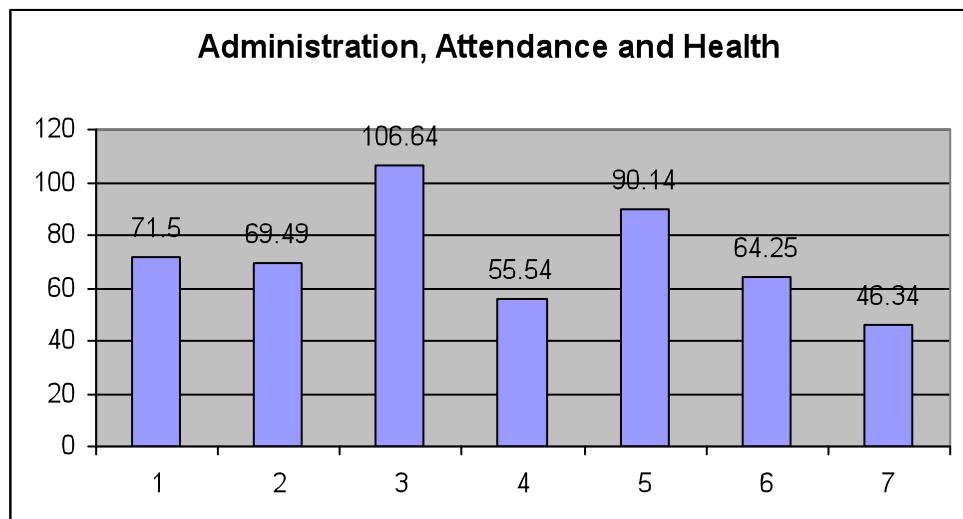
# Expenditure Summary



The City of Portsmouth ranks sixth among the seven localities in per capita spending for the Instructional service and 97.30% of the average of the State of Virginia. The City of Chesapeake ranks first with \$1,482.24 per capita spending.

## Administration, Attendance and Health

Cities	Per Capita \$	% of Avg.
1. Chesapeake	71.50	87.91
2. Hampton	69.49	85.43
3. Newport News	106.64	131.11
4. Norfolk	55.54	68.28
<b>5. Portsmouth</b>	<b>90.14</b>	<b>110.82</b>
6. Suffolk	64.25	78.99
7. Virginia Beach	46.34	56.97
State average per capital	\$81.34	



## **Expenditure Summary**

The City of Portsmouth ranks second among the seven localities in per capita spending for the Administration, Attendance and Health services and 110.82% of the average of the State of Virginia. The City of Newport News ranks highest with \$106.64 in spending per capita.

**City of Portsmouth**  
**Fiscal Year 2012 Adopted Budget Fund Summary**

Business Units	FY 2010 Actual	FY 2011 Adopted	FY 2012 Adopted	FY 2013 Planned
<b><u>100 General Fund</u></b>				
<b>General Government</b>				
City Council	378,003	451,128	345,671	345,696
City Clerk	285,938	315,152	302,610	303,469
City Manager	724,377	1,004,605	989,882	1,003,351
Management and Legislative Affairs	357,379	352,283	438,958	438,734
Registrar	489,832	522,123	508,200	523,970
City Attorney	1,368,579	1,337,198	1,417,429	1,405,936
Human Resource Management	899,342	946,335	989,318	989,339
Civil Service Commission	31,112	64,400	64,400	64,400
Commissioner of the Revenue	1,353,541	1,427,287	1,385,528	1,385,376
City Assessor	751,578	764,158	1,091,700	794,149
City Treasurer	1,810,133	1,785,490	1,759,105	1,748,075
Finance	1,781,913	1,868,769	1,890,598	1,861,794
Procurement	1,024,900	1,101,066	1,088,476	1,079,203
Marketing and Communications	1,371,927	1,496,329	1,525,305	1,526,756
	12,628,554	13,436,323	13,797,180	13,470,248
<b>Non-Departmental</b>				
Non-Departmental	8,936,659	3,757,070	13,698,094	12,642,273
Transfers and Contingencies	59,936,933	61,334,145	62,989,477	62,390,297
Public Transportation	2,494,498	2,775,754	2,400,602	2,400,602
Debt Service	21,308,196	22,671,183	24,242,879	26,025,367
Support to Civic & Cultural Organizations	319,556	331,206	331,206	331,206
	92,995,842	90,869,358	103,662,258	103,789,745
<b>Judicial</b>				
Circuit Court Judges	528,211	572,511	528,228	547,699
Circuit Court Clerk	1,272,517	1,211,352	1,385,847	1,407,375
Magistrate	9,261	14,096	10,243	10,127
General District Court	33,401	51,052	48,896	70,793
Juvenile And Domestic Relations Court	19,271	25,693	28,099	48,123
Juvenile Court Services	1,123,756	1,188,306	1,180,621	1,198,656
Commonwealth Attorney	2,421,567	2,248,762	2,311,010	2,332,391
Sheriff	12,181,078	12,099,360	10,261,353	10,304,437
	17,589,062	17,411,132	15,754,297	15,919,601
<b>Public Safety</b>				
Police Department	29,837,536	32,890,348	34,738,554	34,722,742
E-911	2,238,463	2,295,360	2,053,044	2,067,005
Fire, Rescue And Emergency	26,797,869	29,404,612	27,786,999	27,767,059
	58,873,868	64,590,320	64,578,597	64,556,806
<b>Public Works/General Services</b>				
Streets And Highways	3,431,681	3,702,988	3,702,884	3,720,620
Mosquito Control	313,961	418,080	438,990	439,694
Engineering	1,330,866	1,530,479	1,389,230	1,391,126
Traffic Engineering	2,177,633	2,737,792	2,665,974	2,673,655
Property Management	3,231,384	3,355,673	3,548,673	3,570,015
Utilities	2,030,961	1,761,000	1,977,000	1,977,000
Rental Of Land	734,736	694,364	921,604	940,998
Harbor Center Pavilion	340,697	317,918	351,053	351,453
	13,591,919	14,518,294	14,995,408	15,064,561
<b>Public Health</b>				
Health	1,216,917	1,199,327	1,149,060	1,149,060

**City of Portsmouth**  
**Fiscal Year 2012 Adopted Budget Fund Summary**

Business Units	FY 2010 Actual	FY 2011 Adopted	FY 2012 Adopted	FY 2013 Planned
<b><u>100 General Fund</u></b>				
<b>Parks, Recreation, and Cultural</b>				
Museums	1,610,866	1,949,473	1,821,755	1,801,303
Public Library	2,238,318	2,360,247	2,215,808	2,202,120
Parks, Recreation and Leisure Services - Administration	4,239,942	4,628,284	4,129,814	4,124,767
Parks, Recreation and Leisure Services - Parks	1,580,947	1,969,334	1,997,660	2,016,855
Parks, Recreation and Leisure Services - Recreation	311,483	301,076	356,550	356,710
	9,981,556	11,208,414	10,521,587	10,501,755
<b>Community and Economic Development</b>				
Permits and Inspections	2,382,079	2,717,199	2,518,151	2,526,338
Economic Development	732,084	944,754	899,465	911,868
Planning	1,599,422	1,466,269	1,628,047	1,633,543
	4,713,585	5,128,222	5,045,663	5,071,749
<b>Total General Fund</b>	<b>211,591,303</b>	<b>218,361,390</b>	<b>229,504,050</b>	<b>229,523,525</b>
<b><u>400 Behavioral Healthcare Svc Fund</u></b>				
<b>Public Health</b>				
Behavioral Healthcare Services Fund	10,916,639	11,671,633	10,991,248	10,988,635
<b>Total Behavioral Healthcare Svc Fund</b>	<b>10,916,639</b>	<b>11,671,633</b>	<b>10,991,248</b>	<b>10,988,635</b>
<b><u>405 Public Law Library Fund</u></b>				
<b>Parks, Recreation, and Cultural</b>				
Law Library Fund	30,052	33,757	31,026	31,026
<b>Total Public Law Library Fund</b>	<b>30,052</b>	<b>33,757</b>	<b>31,026</b>	<b>31,026</b>
<b><u>410 Social Services Fund</u></b>				
<b>Public Health</b>				
Social Services Fund	21,428,722	29,169,432	28,578,718	28,533,815
<b>Total Social Services Fund</b>	<b>21,428,722</b>	<b>29,169,432</b>	<b>28,578,718</b>	<b>28,533,815</b>
<b><u>415 Community Services Fund</u></b>				
<b>Public Health</b>				
CSA Fund	5,765,725	9,138,607	7,666,467	7,666,467
<b>Total Community Services Fund</b>	<b>5,765,725</b>	<b>9,138,607</b>	<b>7,666,467</b>	<b>7,666,467</b>
<b><u>420 Stormwater Management Fund</u></b>				
<b>Public Works/General Services</b>				
Storm Water Management Fund	5,143,450	5,794,641	6,685,600	9,732,600
<b>Total Stormwater Management Fund</b>	<b>5,143,450</b>	<b>5,794,641</b>	<b>6,685,600</b>	<b>9,732,600</b>
<b><u>435 Willett Hall Fund</u></b>				
<b>Community and Economic Development</b>				
Willett Hall	168,785	386,625	386,138	386,866
<b>Total Willett Hall Fund</b>	<b>168,785</b>	<b>386,625</b>	<b>386,138</b>	<b>386,866</b>

**City of Portsmouth**  
**Fiscal Year 2012 Adopted Budget Fund Summary**

Business Units	FY 2010 Actual	FY 2011 Adopted	FY 2012 Adopted	FY 2013 Planned
<b><u>440 Recreation Fund</u></b>				
Parks, Recreation, and Cultural				
Recreation Fund	522,145	600,000	600,000	600,000
	<b>522,145</b>	<b>600,000</b>	<b>600,000</b>	<b>600,000</b>
<b><u>500 Cemetery Fund</u></b>				
Public Works/General Services				
Cemetery Perpetual Care Fund	-	100,000	100,000	100,000
	<b>-</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b><u>620 Other Post-Employment Benefits</u></b>				
Non-Departmental				
Other Post Employment Benefits	-	2,500,000	2,500,000	2,500,000
	<b>-</b>	<b>2,500,000</b>	<b>2,500,000</b>	<b>2,500,000</b>
<b><u>630 New Port Community Development Authority</u></b>				
Community and Economic Development				
New Port Community Development Authority	-	960,220	1,022,642	1,022,642
	<b>-</b>	<b>960,220</b>	<b>1,022,642</b>	<b>1,022,642</b>
<b><u>650 Economic Stimulus Fund</u></b>				
Education				
Economic Stimulus	-	2,005,330	-	-
Other Uses				
Undefined (Need to set OrgCode Business Unit)	8,829,594	-	-	-
	<b>8,829,594</b>	<b>2,005,330</b>	<b>-</b>	<b>-</b>
<b><u>700 Public Utility Fund</u></b>				
Public Works/General Services				
Public Utilities Fund	32,799,160	41,251,810	41,369,459	42,987,653
	<b>32,799,160</b>	<b>41,251,810</b>	<b>41,369,459</b>	<b>42,987,653</b>
<b><u>720 Golf Fund</u></b>				
Parks, Recreation, and Cultural				
Golf Services Fund	2,393,005	2,273,469	1,979,821	2,288,988
	<b>2,393,005</b>	<b>2,273,469</b>	<b>1,979,821</b>	<b>2,288,988</b>
<b><u>740 Waste Management Fund</u></b>				
Public Works/General Services				
Waste Management Fund	14,138,088	16,125,120	13,213,285	13,405,209
	<b>14,138,088</b>	<b>16,125,120</b>	<b>13,213,285</b>	<b>13,405,209</b>
<b><u>750 Portsmouth Parking Authority</u></b>				
Public Works/General Services				
Parking Authority Fund	1,584,330	1,763,043	1,598,262	1,672,122
	<b>1,584,330</b>	<b>1,763,043</b>	<b>1,598,262</b>	<b>1,672,122</b>

**City of Portsmouth**  
**Fiscal Year 2012 Adopted Budget Fund Summary**

Business Units	FY 2010 Actual	FY 2011 Adopted	FY 2012 Adopted	FY 2013 Planned
<b><u>800 City Garage Fund</u></b>				
<b>Public Works/General Services</b>				
City Garage Fund	8,049,873	8,007,136	8,335,903	8,454,499
	<b>    Total City Garage Fund</b>	<b>8,049,873</b>	<b>8,007,136</b>	<b>8,335,903</b>
				<b>8,454,499</b>
<b><u>810 Information Technology Fund</u></b>				
<b>General Government</b>				
Information Technology	4,127,933	3,998,535	3,987,299	3,944,754
Telecommunications	823,459	1,217,611	1,177,400	1,181,840
	<b>    4,951,392</b>	<b>5,216,146</b>	<b>5,164,699</b>	<b>5,126,594</b>
	<b>    Total Information Technology Fund</b>	<b>4,951,392</b>	<b>5,216,146</b>	<b>5,164,699</b>
				<b>5,126,594</b>
<b><u>820 Risk Management Fund</u></b>				
<b>General Government</b>				
Risk Management Fund	4,594,019	6,152,797	5,708,241	5,735,363
	<b>    Total Risk Management Fund</b>	<b>4,594,019</b>	<b>6,152,797</b>	<b>5,708,241</b>
				<b>5,735,363</b>
<b><u>830 Health Insurance Fund</u></b>				
<b>General Government</b>				
Health Insurance Fund	18,208,882	18,786,839	19,865,296	19,865,296
	<b>    Total Health Insurance Fund</b>	<b>18,208,882</b>	<b>18,786,839</b>	<b>19,865,296</b>
				<b>19,865,296</b>
<b><u>900 Portsmouth City Public Schools</u></b>				
<b>Education</b>				
Public Education	-	164,990,386	165,777,950	165,777,950
	<b>    Total Portsmouth City Public Schools</b>	<b>-</b>	<b>164,990,386</b>	<b>165,777,950</b>
				<b>165,777,950</b>
<b><u>910 Community Development</u></b>				
<b>Community and Economic Development</b>				
Community Planning and Development Program	-	2,649,926	2,552,522	2,552,522
	<b>    Total Community Development</b>	<b>-</b>	<b>2,649,926</b>	<b>2,552,522</b>
				<b>2,552,522</b>
	<b>    City Total Budget</b>	<b>351,115,164</b>	<b>547,938,307</b>	<b>553,631,327</b>
				<b>558,951,772</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

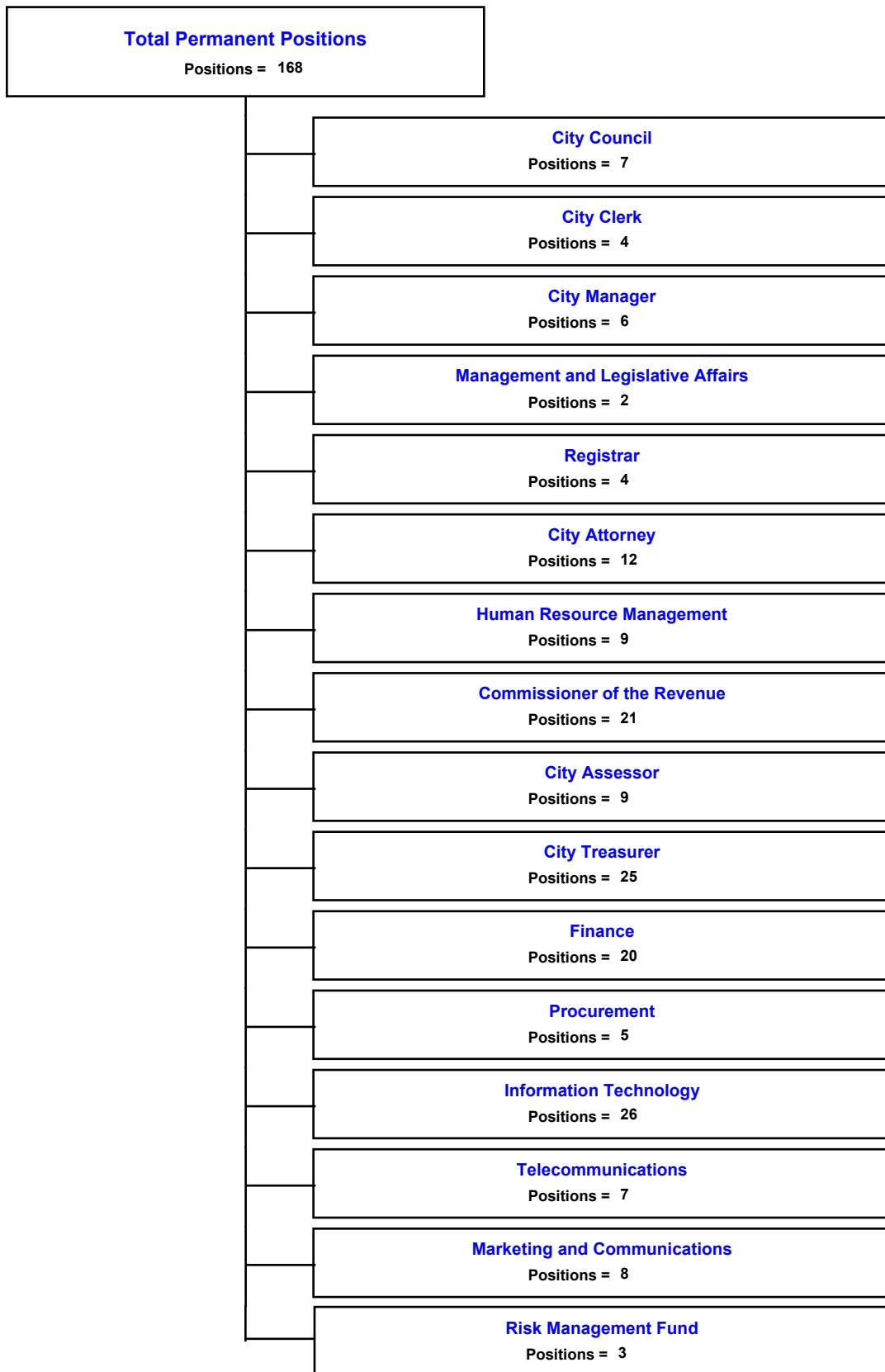
**General Government  
Business Center Index**

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**City of Portsmouth**  
**Fiscal Year 2012 Adopted Budget**

**General Government**  
**Business Center Organizational Chart**



**City of Portsmouth**  
**Fiscal Year 2012 Adopted Budget**

**General Government**

**Description of Services Provided**

This business center includes the departments that provide the overall general administration of the City including City Council, City Clerk, City Manager, Management and Legislative Affairs, Marketing and Communications, City Attorney, Human Resources, Civil Service Commission, City Registrar, Commissioner of the Revenue, City Assessor, City Treasurer, Finance, Procurement and Risk Management, Department of Information Technology and the Health Insurance Fund.

Business Units	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Commissioner of the Revenue	1,353,541	1,427,287	-	1,385,528	1,385,376
Human Resource Management	899,342	946,335	-	989,318	989,339
Telecommunications	823,459	1,217,611	-	1,177,400	1,181,840
City Council	378,003	451,128	-	345,671	345,696
City Assessor	751,578	764,158	-	1,091,700	794,149
Registrar	489,832	522,123	-	508,200	523,970
Health Insurance Fund	18,208,882	18,786,839	-	19,865,296	19,865,296
City Manager	724,377	1,004,605	-	989,882	1,003,351
Finance	1,781,913	1,868,769	-	1,890,598	1,861,794
Risk Management Fund	4,594,019	6,152,797	-	5,708,241	5,735,363
Civil Service Commission	31,112	64,400	-	64,400	64,400
Marketing and Communications	1,371,927	1,496,329	-	1,525,305	1,526,756
City Attorney	1,368,579	1,337,198	-	1,417,429	1,405,936
City Treasurer	1,810,133	1,785,490	-	1,759,105	1,748,075
Information Technology	4,127,933	3,998,535	-	3,987,299	3,944,754
Management and Legislative Affairs	357,379	352,283	-	438,958	438,734
Procurement	1,024,900	1,101,066	-	1,088,476	1,079,203
City Clerk	285,938	315,152	-	302,610	303,469
<b>Total Budget</b>	<b>40,382,847</b>	<b>43,592,105</b>	-	<b>44,535,416</b>	<b>44,197,501</b>
<b>Total Permanent Positions</b>	<b>167</b>	<b>167</b>	<b>167</b>	<b>168</b>	<b>168</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	12,628,554	13,436,323	-	13,797,180	13,470,248
810 Information Technology Fund	4,951,392	5,216,146	-	5,164,699	5,126,594
820 Risk Management Fund	4,594,019	6,152,797	-	5,708,241	5,735,363
830 Health Insurance Fund	18,208,882	18,786,839	-	19,865,296	19,865,296
<b>Total Funding</b>	<b>40,382,847</b>	<b>43,592,105</b>	-	<b>44,535,416</b>	<b>44,197,501</b>

**City of Portsmouth**  
**Fiscal Year 2012 Adopted Budget**

**General Government**

**City Council**

**Business Unit Mission Statement**

Portsmouth's City Council is the City government's legislative body responsible for policy-making and general oversight of the City's governmental operations. Council adopts ordinances, resolutions, and laws to ensure the health, safety, and welfare of the City's citizens.

The City's charter prescribes the composition of Council as a directly-elected mayor and six councilpersons to be elected by and from the city at large. Councilpersons' terms are staggered. Three councilpersons are elected simultaneously and the mayor and three other councilpersons are elected simultaneously, all elected for four year terms.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	163,628	161,370	-	154,850	154,850
Benefits	125,762	161,456	-	68,996	68,996
Other Operating Expenses	82,016	121,705	-	116,705	116,705
Internal Service Charges	6,597	6,597	-	5,120	5,145
<b>Net Budget</b>	<b>378,003</b>	<b>451,128</b>	-	<b>345,671</b>	<b>345,696</b>
<b>Total Budget</b>	<b>378,003</b>	<b>451,128</b>	-	<b>345,671</b>	<b>345,696</b>
<b>Total Permanent Positions</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>
Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	378,003	451,128	-	345,671	345,696
<b>Total Funding</b>	<b>378,003</b>	<b>451,128</b>	-	<b>345,671</b>	<b>345,696</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**General Government**

**City Clerk**

**Business Unit Mission Statement**

The City Clerk is appointed by the City Council and serves at their pleasure. The office acts as the City's historian for filing and preservation of all books, records, official bond documents, and papers. These records are available for public review and inspection. The Clerk is the City's corporate seal custodian and is the officer authorized to use and authenticate the seal.

**Description of Services Provided**

The City Clerk's Office provides such services as the preparation of the City Council meeting agenda; coordination of the daily activities and events of the City Council; City departments and citizen support and provision of records management for City contracts, ordinances and resolutions. The City Clerk's Office also serves as the coordinator and manager of the City Council Boards and Commissions' process and implementation.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Salaries	175,719	183,991	-	166,867	166,867
Benefits	56,991	62,073	-	75,677	75,677
Other Operating Expenses	24,002	30,702	-	30,702	30,702
Internal Service Charges	29,226	38,386	-	29,364	30,223
	<b>Net Budget</b>	<b>285,938</b>	<b>315,152</b>	-	<b>302,610</b>
	<b>Total Budget</b>	<b>285,938</b>	<b>315,152</b>	-	<b>302,610</b>
	<b>Total Permanent Positions</b>	<b>5</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	285,938	315,152	-	302,610	303,469
	<b>Total Funding</b>	<b>285,938</b>	<b>315,152</b>	-	<b>302,610</b>
					<b>303,469</b>

**City of Portsmouth**  
**Fiscal Year 2012 Adopted Budget**

**General Government**

**City Manager**

**Business Unit Mission Statement**

The City Manager is the City's Chief Administrative and Executive Officer responsible for the management of daily service delivery and the implementation and administration of Council policies and ordinances. In accordance with the policies established by Council, the City Manager is responsible for the efficient administration of all City affairs. The City Manager provides the framework and leadership in developing a high performance organization of public service providers.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Salaries	491,492	583,865	-	505,944	505,944
Allowances	27,513	30,400	-	30,400	30,400
Benefits	124,668	140,378	-	201,553	201,553
Other Operating Expenses	57,515	225,322	-	225,322	225,322
Internal Service Charges	23,189	24,640	-	26,663	40,132
<b>Net Budget</b>	<b>724,377</b>	<b>1,004,605</b>	-	<b>989,882</b>	<b>1,003,351</b>
<b>Total Budget</b>	<b>724,377</b>	<b>1,004,605</b>	-	<b>989,882</b>	<b>1,003,351</b>
<b>Total Permanent Positions</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	724,377	1,004,605	-	989,882	1,003,351
<b>Total Funding</b>	<b>724,377</b>	<b>1,004,605</b>	-	<b>989,882</b>	<b>1,003,351</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**General Government  
Management and Legislative Affairs**

**Business Unit Mission Statement**

The Office of Management Services serves as staff support for the Office of the City Manager and the Executive Management Team. The office maintains responsibility for coordinating and administering intergovernmental operations, which includes developing, coordinating, monitoring and advocating the state and federal legislative programs. In addition, the staff is responsible for administering the City's grants programs and provides expert research on various subject matters and high-level analysis services for the City's special projects. Management Services' staff monitor and participate on various local, regional and statewide boards, commissions and special committees. The Management Services' staff also provide support services to City Council Members as requested.

**Description of Services Provided**

Management and Legislative Affairs performs the following services:

- Facilitation of the Community Grants Program, including the Support to Civic Organizations application process and the administration of the eCivis Grants Locator System.
- Facilitation of the State and Federal Legislative Programs which includes the following:
  - Facilitation of the legislative review process
  - Preparation of the City's Legislative Package to the Virginia General Assembly
  - Presentation of General Assembly updates and the Final Legislative Report to City Council
  - Development and coordination of the City's annual federal legislative proposals and appropriation requests
  - Primary intergovernmental contact and liaison for the City.
  - Maintain and administer the Portsmouth Online Legislative Information Tracking and Intergovernmental Communications System (POLITICS)

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	132,211	92,911	-	157,777	157,777
Benefits	34,372	31,666	-	47,637	47,637
Other Operating Expenses	178,678	214,713	-	215,900	215,900
Internal Service Charges	12,118	12,993	-	17,644	17,420
	<b>Net Budget</b>	<b>357,379</b>	<b>352,283</b>	<b>438,958</b>	<b>438,734</b>
	<b>Total Budget</b>	<b>357,379</b>	<b>352,283</b>	<b>438,958</b>	<b>438,734</b>
<b>Total Permanent Positions</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	357,379	352,283	-	438,958	438,734
	<b>Total Funding</b>	<b>357,379</b>	<b>352,283</b>	<b>438,958</b>	<b>438,734</b>

**Strategic Goals**

- Monitor all Federal and State legislative activities to address those that will impact the city and its citizens; provide informational support to the City Manager
- Preparation of legislative letters and other materials to ensure the city is in position to benefit from federal and state legislative
- Preparation of any defensive materials needed to oppose legislation that is detrimental to the city and its citizens
- Continue the coordination of the generation of grants for the city and work to enhance the pursuit of grants supplement strategic project and activities

**Outcomes and Accomplishments**

Draft and implemented the City's 2011 State Legislative Package

Draft and implemented the City's 2012 Fiscal Legislative Package

Coordination of Grant Technical Review Team in accordance with the new process established

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**General Government**

**Registrar**

**Business Unit Mission Statement**

To provide the means by which qualified residents of the city can register and vote in accordance with state law. In addition, the office has primary responsibility for protecting the integrity of the electoral process, improving voter registration and promoting voter education and participation.

**Description of Services Provided**

The General Registrar's Office provides the following services:

Voter Registration is offered during normal business hours in City Hall as well as the Division of Motor Vehicles located in Churchland. Election information (candidate information and elected officials) is provided to citizens, civic leagues, clubs, and organizations. Brochures, sample ballots, voting demonstrations, and election information are provided to the Portsmouth schools. Each year, public high-school students are provided with voter registration materials. There are 78 city locations where voter registration applications may be obtained including libraries, schools, recreation centers, post offices, grocery stores, and businesses.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	296,487	325,411	-	317,954	315,622
Allowances	17,982	17,475	-	17,982	17,982
Benefits	67,303	60,163	-	72,587	72,587
Other Operating Expenses	89,479	98,749	-	72,349	98,749
Internal Service Charges	18,581	20,325	-	27,328	19,030
<b>Net Budget</b>	<b>489,832</b>	<b>522,123</b>	-	<b>508,200</b>	<b>523,970</b>
<b>Total Budget</b>	<b>489,832</b>	<b>522,123</b>	-	<b>508,200</b>	<b>523,970</b>
<b>Total Permanent Positions</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	489,832	522,123	-	508,200	523,970
<b>Total Funding</b>	<b>489,832</b>	<b>522,123</b>	-	<b>508,200</b>	<b>523,970</b>

**Strategic Goals**

- To protect the integrity of the electoral process
- To improve voter registration and the electoral process for Portsmouth residents
- To promote voter participation among Portsmouth residents
- To promote voter education among Portsmouth residents
- To promote voter education in our schools

**Outcomes and Accomplishments**

As of December 12, 2010, the number of registered voters is 61,666. Portsmouth had a 44% voter turnout for the November 2, 2010, General and Special Elections.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**General Government**

**City Attorney**

**Business Unit Mission Statement**

To provide the highest quality legal advice and representation to the City Council and the City Manager, the School Board and the Superintendent of Schools, and all of their departments, boards and commissions, and agencies. The Department works to facilitate achievement of City Council and School Board goals through the development and use of efficient, effective, and creative legal strategies.

**Description of Services Provided**

The Law Department advises the City Council and the School Board on all legal matters, drafts Council ordinances and resolutions, serves as the legal advisor to City and School Board staff and to City Boards and Commissions. The Law Department also represents the City and the School Board in civil litigation, prosecution of City Code violations, collect City and School Board debts, review Freedom of Information issues, review contracts, and prepare legal documents necessary to the conduct of public business.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	826,127	840,936	-	874,215	874,215
Allowances	10,283	24,944	-	24,944	24,944
Benefits	213,074	234,688	-	276,254	276,254
Other Operating Expenses	289,564	203,115	-	203,115	203,115
Internal Service Charges	29,531	33,515	-	38,901	27,408
<b>Net Budget</b>	<b>1,368,579</b>	<b>1,337,198</b>	-	<b>1,417,429</b>	<b>1,405,936</b>
<b>Total Budget</b>	<b>1,368,579</b>	<b>1,337,198</b>	-	<b>1,417,429</b>	<b>1,405,936</b>
<b>Total Permanent Positions</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>12</b>	<b>12</b>
Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	1,368,579	1,337,198	-	1,417,429	1,405,936
<b>Total Funding</b>	<b>1,368,579</b>	<b>1,337,198</b>	-	<b>1,417,429</b>	<b>1,405,936</b>

**Major Budget Variances**

The trend most impacting the Law Department is the difficulty in providing sufficient legal services on a day-to-day basis in light of required budget reductions. This need, together with the continuing emphasis on environmental codes enforcement and the defense needs generated by general liability claims, particularly employment law and claims against police officers, will continue to require the retention of outside legal counsel.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**General Government  
Human Resource Management**

**Business Unit Mission Statement**

To provide and assist departments with maintaining a highly motivated work force equipped with the skills required to promote a high performance organization in order to deliver high quality and cost effective services to the citizens of Portsmouth.

We are committed to serve as a role model, by delivering quality Human Resource Management services in an environment that exemplifies competence, growth, equity, flexibility, diversity and accountability while recognizing that City employees are our number one priority. Based on these initiatives, we will contribute and enhance the quality of life of our residents while improving the community as a whole.

**Description of Services Provided**

The Department of Human Resource Management provides a centralized, full-service human services function for approximately 98,000 citizens, over 30 departments and nearly 2,700 full-time, part-time and Constitutional Office employees including the following areas: Human Resource Management Administration; Employee Relations; Pay and Classification; Equal Employment Opportunity Plan; Americans with Disabilities Act; Benefit Administration; Employee Recognition Programs; Employee of the Month and Year; Employee Incentive Program; Quarterly Team Award; Leadership Recognition Award; Recruitment and Employment; administration of Employment Process; and participation in Job Fairs.

Training and development opportunities are also available to employees and include programs such as supervisor's orientation, new employee orientation, employee assistance program sponsored trainings, customer service training, coaching and communication, performance evaluation guidelines, tuition assistance program, internship program, volunteer program and any additional training necessary as a result of new and updated employment laws.

Employee benefit programs include medical, dental, vision, flexible spending accounts, legal plan, Virginia Retirement System, basic and optional life insurance and a deferred compensation (457 plan).

The department is the City liaison to the Civil Service Commission (CSC).

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Salaries	407,829	392,797	-	421,102	421,102
Benefits	136,838	123,075	-	136,383	136,383
Other Operating Expenses	275,103	344,761	-	344,761	344,761
Internal Service Charges	79,572	85,702	-	87,072	87,093
<b>Net Budget</b>	<b>899,342</b>	<b>946,335</b>	-	<b>989,318</b>	<b>989,339</b>
<b>Total Budget</b>	<b>899,342</b>	<b>946,335</b>	-	<b>989,318</b>	<b>989,339</b>
<b>Total Permanent Positions</b>	<b>9</b>	<b>10</b>	<b>10</b>	<b>9</b>	<b>9</b>

<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	899,342	946,335	-	989,318	989,339
<b>Total Funding</b>	<b>899,342</b>	<b>946,335</b>	-	<b>989,318</b>	<b>989,339</b>

**General Government**  
**Human Resource Management**

**Strategic Goals**

The Department of Human Resource Management will undertake accomplishing the goals and initiatives, which relate directly to our mission and City Council's Vision of Lifelong Learning and Bold New Directions.

We are committed to serve as a role model, by delivering quality Human Resource Management services in an environment that exemplifies excellence, competence, career growth, equity, flexibility, diversity and accountability while recognizing that City employees are our number one priority. Through these things, we will contribute and support City Council's Vision of Thriving Neighborhoods and a Sense of Community.

We will strive to implement the following goals for each budget year:

Workforce Planning:

- The Department will advance recruitment efforts utilizing innovative services to assist City departments in attracting well-qualified applicants, while continuing to train, develop and grow existing employees.

Training and Development:

- The Department's goal is to continue to build our human capacity by investing in our employees, realizing that City employees are a priority, through enhanced training programs to further develop and maintain energetic, highly skilled and productive employees.

Strategic Leadership:

- The Department will continue to preserve and promote the strategic leadership of Human Resource Management through innovative business and people strategies.

**General Government**  
**Human Resource Management**

**Outcomes and Accomplishments**

- Our recruitment efforts have resulted in receiving over 4,500 applications, hiring approximately 400 employees and promoting nearly 100 current employees.
- Processed benefit paperwork internally and externally with vendors submitted for new hires, status changes and terminations for approximately 1,800 full-time employees, to include Constitutional Office employees.
- Consulted with employees and Department Heads on employee relations matters dealing with Standards of Conduct, Grievance Procedure, Equal Employment Opportunity and the Americans with Disabilities Act, which encompasses approximately 30% of our workload.
- Administered retirement benefits under the Virginia Retirement System (VRS) for approximately 1,600 employees, which included one-on-one meetings with employees eligible for reduced or unreduced retirement under VRS and processed VRS application packets.
- Awarded over \$36,600 in Tuition Assistance for total of 219 credit hours and 73 participants, which is an increase from last budget year in funding assistance, credit hours and participants.
- Served as liaison for the Employee Pay Advisory Committee and developed a Request for Proposal (RFP) with the Committee for a Compensation Study consultant.
- Actively participate in a statewide salary survey, TechNet, coordinated by the Virginia Institute of Government, which requires collaboration with our market cities (Chesapeake, Hampton, Newport News, Norfolk, Suffolk, Virginia Beach) to establish the appropriate benchmarks.
- Conducted five informational meetings for benefit eligible active employees during open enrollment with over 1,000 employees submitting changes to their benefit elections. In addition, we conducted numerous consultations in person and by telephone with employees for their healthcare needs.
- Conducted two informational meetings for VRS retirees during open enrollment and numerous consultations in person and by telephone with retirees for their healthcare needs.
- Conducted bi-weekly New Employee Orientation classes for nearly 400 new employees, Interview Training Sessions for approximately 40 new and/or current employees as a refresher, and Quarterly Supervisor's Orientation classes for approximately 40 new and/or current supervisors, managers and Department Heads.
- Administered the Employee Assistance Program (EAP) with Optima Health, who provided assistance to approximately 225 employees and their family members. In addition, they facilitated 12 monthly training sessions for our employees at no cost to them.
- Administered a citywide Volunteer Program for over 200 volunteers who dedicated more than 4,000 volunteer hours to various City Departments and we continue to enhance the City's Volunteer Program to assist individuals, departments and neighborhoods in improving the quality of life within their community.
- Administered our citywide Employee Recognition Program, honoring 12 Employees of the Month and 4 Teams of the Quarter. In addition, we coordinated and honored an Employee of the Year, which is sponsored by the Kiwanis Club of Churchland.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**General Government  
Civil Service Commission**

**Business Unit Mission Statement**

The Civil Service Commission is appointed by the judges of the Circuit Court of the City of Portsmouth and provides oversight of the Civil Service Commission. The Human Resource Management Department provides professional staff support to the Commission in all areas of its operation.

The Department of Human Resource Management serves as the liaison to the Civil Service Commission for the Fire and Police Departments regarding the administration of Civil Service Rules, recruitment, testing, promotion and appeals for eligibility, discipline and other employment related matters of the protective service employees and applicants.

**Description of Services Provided**

- Administer entry-level and promotional exams to fire and police candidates in accordance with the needs of the departments and as approved by the Civil Service Commission.
- Provide timely processing and resolution of question, inquiries and concerns from protective service employees and candidates.
- Provide timely response and explanation of hiring procedures and all Civil Service Rules to applicants, employees and management staff of the Fire and Police Department.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Other Operating Expenses	31,112	64,400	-	64,400	64,400
Net Budget	<u>31,112</u>	<u>64,400</u>	-	<u>64,400</u>	<u>64,400</u>
Total Budget	<u>31,112</u>	<u>64,400</u>	-	<u>64,400</u>	<u>64,400</u>
<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	31,112	64,400	-	64,400	64,400
Total Funding	<u>31,112</u>	<u>64,400</u>	-	<u>64,400</u>	<u>64,400</u>

**Strategic Goals**

During the budget year, the Department of Human Resource Management will assist the Civil Service Commission in undertaking the goals and initiatives that relate directly to the department's mission and City Council's vision of Thriving Neighborhoods and a Sense of Community.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**General Government  
Commissioner of the Revenue**

**Business Unit Mission Statement**

The Commissioner of the Revenue is a constitutional officer elected by the citizens for a four-year term. As a taxpayer advocate, the Commissioner of the Revenue is elected to serve the Commonwealth citizens. The Commissioner ensures proper state and local tax code compliance as it pertains to personal and business personal property, state income, business licenses, food, alcohol, lodging, amusement and short-term rental taxes. As a Constitutional Office and elected by the citizenry, the department values accuracy, helpfulness, courtesy, respect, integrity and public fairness.

**Description of Services Provided**

The Commissioner of the Revenue Services are comprised of the following units:

Business License Unit:

- The business license unit is in charge of assessment for business license(s) for individuals/corporations, cigarette taxes, Schedule-C's, worker's compensation affidavits, and rental licenses for residences.

Business Personal Property Unit:

- The business personal property department is charged with the assessment of business personal property taxes, vehicles for businesses, leased vehicles and machinery/tool assessments.

Personal Property Unit:

- The personal property tax unit is charged with the assessment on individual and business vehicles, recreational vehicles, boats, trailers and mobile homes.

State Income Tax Unit:

- The state income tax unit is charged with Virginia income tax preparation for resident, non-resident, part-year returns and Department of Taxation correspondence.

Fiduciary Tax Unit:

- The fiduciary tax unit is charged with the assessment for food and alcohol, lodging, short-term rental and admissions tax.

This unit also is responsible for collecting the telecommunicaton taxes that are remitted on a monthly basis.

Audit Service Unit:

- The audit unit is charged with the auditing of businesses, licensing classification and accurate business assessment.

Compliance Unit:

- The compliance unit is charged with making sure businesses are properly licensed, remit all required taxes and file tangible property returns.

DMV Select is a taxpayer outreach service with the following services:

- Titles- Original (with or without liens) substitute, replacement, title maintenance (change information on title records)
- Registrations- Originals, renewals, transfers, re-issues and plate surrender
- Special and personalized license plate orders
- Trip permits, overload permits
- Handicapped parking placards
- Voter registration applications
- Transcripts- vehicle, driver
- Name and address changes not involving issuance of a driver license or ID card
- Dealer title and registration transactions
- Returned checks - full or partial payment

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Salaries	753,759	788,586	-	742,464	742,464
Allowances	30,726	32,525	-	32,525	32,525
Benefits	243,945	260,153	-	275,495	275,495
Other Operating Expenses	116,511	119,983	-	119,983	119,983
Internal Service Charges	208,600	226,040	-	215,061	214,909
<b>Net Budget</b>	<b>1,353,541</b>	<b>1,427,287</b>	-	<b>1,385,528</b>	<b>1,385,376</b>
<b>Total Budget</b>	<b>1,353,541</b>	<b>1,427,287</b>	-	<b>1,385,528</b>	<b>1,385,376</b>
<b>Total Permanent Positions</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**General Government**

**Commissioner of the Revenue**

<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	1,353,541	1,427,287	-	1,385,528	1,385,376
<b>Total Funding</b>	<b>1,353,541</b>	<b>1,427,287</b>	<b>-</b>	<b>1,385,528</b>	<b>1,385,376</b>

**Strategic Goals**

Our goal is to demonstrate our commitment by:

- Continued lifelong education of citizens about the existing tax system and serving as a resource to local and state officials.
- Delivering fair and reasonable assessments of personal property and treating all individuals and businesses, regardless of their size or status, as equal in the eyes of the law.
- Maximizing the collection of taxes and fees so new revenue sources do not have to be established, or current sources to support the General Fund and Council's Vision of Bold New Leadership.
- Promoting professionalism through rigorous certification programs available resulting in improved operating results and increased productivity.

**Outcomes and Accomplishments**

- Fourth year of successful operation of the Portsmouth DMV Select office with over 92,816 transactions to date
- Assisted various City departments by providing tax assessment related information
- Converted 7,500 business files to promote greater accuracy regarding our overall assessment process
- Formalized corporate communications with new and proposed businesses to gather early revenue data needed to begin the process of realizing future return on investment funds associated with the City's economic development projects
- Contracted an attorney to help interpret City and State codes
- Enhanced our audit process by refining our approach to general accounting principles
- Established formal interdisciplinary communication with enforcement professionals to enhance our tax compliance efforts
- Streamlined administrative processes to transcend all departmental units
- Continued professional development opportunities for ALL staff members
- Provided outreach and educational interactions with community groups as well as high school students throughout the year
- Processed over 12,189 state income tax and estimated returns

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**General Government**

**City Assessor**

**Business Unit Mission Statement**

The mission of the City Assessor's Office is to annually appraise all real property throughout the city, in a fair and equitable manner as mandated in accordance with the State Code and the professional guidelines set forth by the International Association of Assessing Officers. The office will carry out its mission in a courteous, efficient and professional manner with a well trained staff dedicated to the service of the citizens of the City of Portsmouth.

**Description of Services Provided**

The Office of the City Assessor will obtain and maintain quality assessment programs, adhering to requirements and standards set forth by the Department of Taxation and the International Association of Assessing Officers, while providing outstanding service to citizens.

Mass Appraisal is the process of valuing a group of properties as of a given date, using common data, standarized methods and statistical testing. Uniform and accurate valuation of real property in the city requires us to establish effective procedures for collection and maintaining property data such as property ownership, location, size, use, physical characterstics, sales prices, rents, costs and operating expenses. This data is also used for performance audits, defense of appeals, public relations, and management information.

Public Relations comprise a very integral part of the work of the Assessor's Office. Individuals and groups included in the core constituencies have special needs and require special attention and communications. These groups include property owners, civic and professional organizations, lending institutions, developers, real estate appraisers and brokers, governmental agencies and policymakers, tax representatives, and the media.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	361,892	406,076	-	386,278	386,278
Benefits	125,980	139,830	-	170,175	170,175
Other Operating Expenses	94,209	37,861	-	337,861	37,861
Internal Service Charges	169,497	180,391	-	197,386	199,835
	<b>Net Budget</b>	<b>751,578</b>	<b>764,158</b>	<b>-</b>	<b>1,091,700</b>
	<b>Total Budget</b>	<b>751,578</b>	<b>764,158</b>	<b>-</b>	<b>1,091,700</b>
	<b>Total Permanent Positions</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	751,578	764,158	-	1,091,700	794,149
	<b>Total Funding</b>	<b>751,578</b>	<b>764,158</b>	<b>-</b>	<b>1,091,700</b>
					<b>794,149</b>

**Strategic Goals**

To fairly and equitably appraise all real property in Portsmouth with the following goals in mind:

- A. Maintaining a highly motivated staff of competent, professional appraisers who are receptive to citizen's concerns and willing to participate in continuing professional training opportunities.
- B. Maintaining taxpayer confidence in the assessment process through fair, open and efficient administration of the assessment function and encouraging citizen participation in the process.
- C. Maintaining open lines of communication with City Management and providing timely and accurate information when requested.
- D. Maintaining a database which provides accurate, up to date data on every individual parcel in the City and making said database available to the general public.

**City of Portsmouth**  
**Fiscal Year 2012 Adopted Budget**

**General Government**

**City Assessor**

**Outcomes and Accomplishments**

During the past fiscal year, appraised 35,876 parcels: 32,438 Residential; 3,340 Commercial; and 118 Industrial. The addition of numerous commercial assessments, including Hamilton Place, Phoebus Square, Belle Hall and Wheelabrator. Additional residential assessments include, but not limited to, continued growth at Westbury, New Port and First Watch. Redefined and expanded the assessor neighborhoods to ensure fairness and equitability in assessments in the specific market areas/neighborhoods.

**Major Budget Variances**

The request for funding for the real estate CAMA software system will provide the Assessor's Office with state-of-the art technology for a full-featured property valuation and administration system.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**General Government**

**City Treasurer**

**Business Unit Mission Statement**

The City Treasurer is a Constitutional Officer, elected by the citizens for a four-year term. The Treasurer is responsible for the receipt and collection of all revenues due the City; the safekeeping of those revenues; investment of excess funds; and the appropriate disbursement of funds. The Treasurer is also responsible for the collection of State Income Taxes, State Estimated Income Taxes, as well as the proper safekeeping, accounting and timely deposit of these funds in the Depository of the Commonwealth of Virginia.

**Description of Services Provided**

The Office of the City Treasurer serves the public and all City departments as the central location for the collection, safekeeping, and accounting distribution of all revenues including Real Estate Taxes, Personal Property Taxes, License Tax, Permit Fees, State Income Taxes, Court, Sheriff and Clerk Fees, Food and Beverage Taxes, and Leisure Services Fees, Dog License, Bicycle License, Emergency Medical Services(EMS) Parking Violations and Library Fees. The Office also receives the funds for various programs and grants from the State and Federal levels of government. The Treasurer is responsible for the investment management of general funds and the maintenance of financial records in cooperation with the Chief Financial Officer.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	854,305	833,794	-	806,777	806,777
Allowances	112,753	74,433	-	74,433	74,433
Benefits	315,457	319,966	-	310,086	310,086
Other Operating Expenses	231,189	236,570	-	236,570	236,570
Internal Service Charges	296,429	320,727	-	331,239	320,209
<b>Net Budget</b>	<b>1,810,133</b>	<b>1,785,490</b>	-	<b>1,759,105</b>	<b>1,748,075</b>
<b>Total Budget</b>	<b>1,810,133</b>	<b>1,785,490</b>	-	<b>1,759,105</b>	<b>1,748,075</b>
<b>Total Permanent Positions</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	1,810,133	1,785,490	-	1,759,105	1,748,075
<b>Total Funding</b>	<b>1,810,133</b>	<b>1,785,490</b>	-	<b>1,759,105</b>	<b>1,748,075</b>

**Strategic Goals**

- Provide excellent customer service to all citizens in a courteous, professional and compassionate manner.
- Utilize all resources and available collection options authorized by the Code of Virginia and the Portsmouth City Code to effectively collect revenues due the City of Portsmouth in a timely manner.
- Maintain a professional and competent staff by offering continuing educational opportunities through the Treasurers Association of Virginia Career Development Program.
- Maintain the performance standards of accountabilities that results in the Treasurers of Association "Award of Accreditation."
- Maintain a collection rate for the 12 month period immediately following the tax due date of not less than 95% for Real Estate and not less than 90% for Personal Property.
- Cooperatively work with the City Council, the City Manager, the Chief Financial Officer, the Police Department, the Fire Department, the Parking Authority, and all other departments whereas the authority of the City Treasurer can be beneficial to the City and its citizens.

**General Government**

**City Treasurer**

**Outcomes and Accomplishments**

- Twelve Deputy Treasurers have attained the "Master Deputy Treasurer" certification from the Treasurer's Association of Virginia in cooperation with the Weldon Cooper Center for Public Service, University of Virginia.
- The Treasurer has maintained the designation of "Master Governmental Treasurer" awarded by the Weldon Cooper Center for Public Service, University of Virginia.
- The most recent outside audit of the Office of the City Treasurer performed by the Auditor of Public Accounts, and the City's external auditors reported no findings of material financial weaknesses under the direction of the City Treasurer.
- Implemented enhancements to the electronic collection of all revenues due the City of Portsmouth via offering electronic checks (EChecks), and debit card payment options to those citizens making payments at the City Hall office; offered electronic on line payments (EBox) to citizens desiring direct payment of taxes, etc. from home or business; offered "third party" payment of taxes, etc. to citizens desiring to make payments via use of major credit cards from home or business; and enhanced the payments by citizens desiring electronic ACH or bank drafts for monthly or quarterly installment payments of taxes for budgetary control.
- Maintained an assertive approach to the collection of all delinquent taxes and other revenues due the City by utilizing all administrative collection options available, and authorized by the Code of Virginia and the City Code of the City of Portsmouth related to personal property taxes and license fees; real estate taxes and stormwater management utility fees, and nuisance charges; trustee taxes; parking violations; EMS services; library; and other miscellaneous receivables.
- The Treasurer's Office rate of collection for fiscal year 2010 was 99.75% for Real Estate taxes and 96.1% for Personal Property taxes due in the twelve month period immediately following the tax due date.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**General Government**

**Finance**

**Business Unit Mission Statement**

The mission of the Finance Department is to provide excellent stewardship of City of Portsmouth's resources, to promote fiscal accountability, and to provide financial expertise and quality information to city council, city administration, and citizens in compliance with legal requirements, generally accepted accounting principles and city policies.

**Description of Services Provided**

Finance has responsibility and administration of four major areas: accounting and disbursements, budget, city retirement systems, and debt.

The accounting function ensures accurate and timely maintenance of the City's general accounting records and financial accounting system, including among others, grants and capital assets; payroll and accounts payable check processing; and preparation of financial statements and the Comprehensive Annual Financial Report (CAFR).

The budget function ensures fund and departmental compliance with appropriated budgetary levels; forecasts and monitors expenditures and revenues; formulates and administers financial responsibility for the five-year capital improvement program; interfaces and provides leadership with departments pertaining to budgetary matters.

Retirement system administration provides support to the City's retirement board, customer service to active and retired members of the Portsmouth Supplemental Retirement System (PSRS) and the Portsmouth Fire and Police (F&P) Retirement System, and interacts with service providers such as the actuarial firm and investment advisors.

Services related to issuance and monitoring of the City's debt is managed by Finance in coordination with the City's Financial Advisors, Bond Counsel, and other service providers. Long range financial plans include strategic planning related to capital projects and related debt management.

Finance monitors and complies with pronouncements issued by Governmental Accounting Standards Board (GASB) which dictates the technical accounting standards that government must follow in preparing its financial statements. Grants received by the City from grantors such as federal, state, and private foundations normally include provisions pertaining to financial and programmatic reporting in which Finance is integrally involved.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Salaries	1,036,608	1,048,366	-	982,452	982,452
Benefits	307,375	306,946	-	378,777	378,777
Other Operating Expenses	186,469	230,585	-	230,585	230,585
Internal Service Charges	251,461	282,872	-	298,784	269,980
<b>Net Budget</b>	<b>1,781,913</b>	<b>1,868,769</b>	-	<b>1,890,598</b>	<b>1,861,794</b>
<b>Total Budget</b>	<b>1,781,913</b>	<b>1,868,769</b>	-	<b>1,890,598</b>	<b>1,861,794</b>
<b>Total Permanent Positions</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>

<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	1,781,913	1,868,769	-	1,890,598	1,861,794
<b>Total Funding</b>	<b>1,781,913</b>	<b>1,868,769</b>	-	<b>1,890,598</b>	<b>1,861,794</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**General Government**

**Finance**

**Strategic Goals**

The City of Portsmouth recently received a credit upgrade November, 2010. One of the major reasons cited by the credit rating agencies, Standard and Poor's and Fitch is the City's strong financial management practice and leadership. The report noted that "the current management team's practices allowed the city to post a \$971,000 revenue surplus and post a \$3.8 million general fund balance increase for fiscal year 2009." The City has also posted a \$12.8 million surplus in FY10 based on a continued effort of fiscal planning and strong budgetary/financial practices.

Finance will continue to lead the City toward fiscal stability through its recommendations outlined below:

- Continuation of biennial budgeting for FY12/13; long term financial planning
- Improve the city's fiscal stability through financial policy improvements and program/service restructuring
- Implementation of more performance -based budgeting and measurements
- Implementation of more life-cycle capital projects planning

**Outcomes and Accomplishments**

The City of Portsmouth is the recipient of the Excellence in Financial Reporting Award (2010 CAFR) as well as the Distinguished Biennial Budget Presentation Award (2010/2011) from the Government Finance Officers Association (GFOA). These prestigious and coveted national awards are a testimony to the dedication and competence of the Finance Department's employees and leadership.

Finance partnered with Scott & Stringfellow/New York Life (S&S/NYL) in order to provide its active and retired members of the PSRS and F&P retirement systems access to interactive voice response and secure internet information pertaining to the member's account information. S&S/NYL also provides actuarial services. Most importantly, S&S/NYL manages the pensions' assets in accordance with the Board's direction, all at a cost substantially less than former service providers charged for fewer services.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**General Government  
Procurement**

**Business Unit Mission Statement**

The mission of the Procurement Division of Finance is to promote and enhance relationships between the City of Portsmouth and vendors, as well as provide all services necessary to maintain a high quality of life of Portsmouth citizens and employees.

**Description of Services Provided**

Maintain successful business relationships between the City and vendors who provide the government with goods and services, particularly emphasizing partnerships with Small, Women, and Minority (SWAM) businesses; monitor procurement processes to ensure compliance with state and local procurement laws and regulations; ensure timely responses to departmental procurement needs; and provide mailroom services for internal and USPS mail pieces.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Salaries	218,085	215,590	-	201,630	201,630
Benefits	65,408	68,467	-	68,601	68,601
Other Operating Expenses	655,735	727,500	-	727,500	727,500
Internal Service Charges	85,672	89,509	-	90,745	81,472
	<b>Net Budget</b>	<b>1,024,900</b>	<b>1,101,066</b>	-	<b>1,088,476</b>
	<b>Total Budget</b>	<b>1,024,900</b>	<b>1,101,066</b>	-	<b>1,088,476</b>
	<b>Total Permanent Positions</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	1,024,900	1,101,066	-	1,088,476	1,079,203
	<b>Total Funding</b>	<b>1,024,900</b>	<b>1,101,066</b>	-	<b>1,088,476</b>
					<b>1,079,203</b>

**Strategic Goals**

GOALS

- Analyze and implement offsite record storage for various departments
- Complete the examination of MUNS modules for full implementation or abandonment
- Supplement and enhance team's procurement knowledge, bid and contract writing skills
- Complete cross-training of procurement related duties and responsibilities
- Establish a contract tracking and monitoring system
- Complete the examination of offsite mailing handling for possible implementation
- Continue the coordination of the generation of grant for the city and work to enhance the pursuit of grants supplement strategic project and activities
- Continue the implementation of Finance Directives to establish written policies and guidelines
- Support the city departments through the preparation of RFPs, RFIs and BIDS

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**General Government  
Health Insurance Fund**

**Business Unit Mission Statement**

Health Insurance Fund - To provide adequate health and dental insurance coverage to City employees and eligible retirees at a reasonable cost to both parties.

OPEB - To adequately fund liabilities associated with Other Post Employment Benefits(OPEB) in accordance with Governmental Accounting Standards Board (GASB) Statement 45 requirements.

**Description of Services Provided**

Health Insurance Fund - This fund is designed to pool the city's employer contributions, retiree, and city employee medical and dental health contributions for the purpose of administering the City's self funded health insurance program.

OPEB Fund - The City complies with financial accounting and reporting requirements as it pertains to the liability associated with promised health care benefits. GASB 45 requires governments to report the total liability associated with OPEB as determined on a biennial basis by an actuary. However, GASB 45 does not require governments to fully fund the Annual Required Contribution (ARC). As such, the City decided to partially fund the OPEB ARC in FY10/11 due to current economic conditions.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Other Operating Expenses	17,208,882	16,286,839	-	<b>17,365,296</b>	17,365,296
Transfers	<b>Net Budget</b>	<b>17,208,882</b>	<b>16,286,839</b>	<b>-</b>	<b>17,365,296</b>
	1,000,000	2,500,000	-	2,500,000	2,500,000
	<b>Total Budget</b>	<b>18,208,882</b>	<b>18,786,839</b>	<b>-</b>	<b>19,865,296</b>
					<b>19,865,296</b>
<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
830 Health Insurance Fund	18,208,882	18,786,839	-	<b>19,865,296</b>	19,865,296
	<b>Total Funding</b>	<b>18,208,882</b>	<b>18,786,839</b>	<b>-</b>	<b>19,865,296</b>
					<b>19,865,296</b>

**Outcomes and Accomplishments**

The City has managed to restore the Health Insurance fund balance; only a few years ago the fund had a deficit in excess of \$3 million. It is expected that the fund balance will remain in tact due to more careful monitoring of expenses and revenues and through charging the appropriate employer and employee "premiums" each year.

Further, in FY09, the City established an OPEB Fund to further segregate OPEB contributions from the Health Insurance Fund.

**Major Budget Variances**

OPEB Fund - The City's ARC for FY10 is not fully funded but provides approximately one-third of the ARC related to amortization of the unfunded actuarial accrued liability (UAAL) using the 4% discount rate method (rate for non-trust OPEB contributions). The City opted not to establish a trust fund for OPEB in light of President Obama's request to Congress for national healthcare.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**General Government  
Information Technology**

**Business Unit Mission Statement**

The Department of Information Technology is an internal service agency responsible for planning, development, implementation and support of computer technology, information systems, and telecommunications for City Departments, agencies and our customers. The department provides technology related resources to our customers and strives to provide a reliable network, dependable computing infrastructure, responsive help desk services and valued information systems. Our primary goal is to deploy solutions for our customers to improve their efficiency and effectiveness in serving the citizens of Portsmouth. We work to support City Council's vision of Bold New Leadership for the future by recommending innovative and emerging technology that will allow us to succeed in the information and knowledge-based society.

**Description of Services Provided**

- Strategic Technology Planning
- Computer Equipment Installations and Support
- Software Development and Acquisition
- Database and System Administration
- Geographic Information Systems
- Computer Operations
- Helpdesk/Microcomputer Support
- Local Area Data Networks (LANs)

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Salaries	1,482,049	1,520,085	-	1,472,759	1,472,759
Benefits	799,588	789,642	-	732,122	732,122
Other Operating Expenses	1,166,480	1,435,118	-	1,485,623	1,413,022
Internal Service Charges	-	-	-	3,795	3,851
	<b>Net Budget</b>	<b>3,448,117</b>	<b>3,744,845</b>	<b>-</b>	<b>3,694,299</b>
Debt Service	4,379	-	-	-	-
Capital Outlay	675,437	253,690	-	293,000	323,000
	<b>Total Budget</b>	<b>4,127,933</b>	<b>3,998,535</b>	<b>-</b>	<b>3,987,299</b>
	<b>Total Permanent Positions</b>	<b>26</b>	<b>26</b>	<b>26</b>	<b>26</b>

<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
810 Information Technology Fund	4,127,933	3,998,535	-	3,987,299	3,944,754
	<b>Total Funding</b>	<b>4,127,933</b>	<b>3,998,535</b>	<b>-</b>	<b>3,987,299</b>

**Strategic Goals**

- Technology solutions to improve efficiency.
- Software automation of city services.
- Reliable and responsive computing and networking services.
- Timely, cost-effective help desk services and support.
- Customer friendly E-Gov services.
- Dependable real-time databases meeting information needs.
- GIS applications and services supporting land based decision makers.
- Productive computer operations meeting task schedules.

**General Government  
Information Technology**

**Outcomes and Accomplishments**

- Consolidated servers with Virtual machine software (VMware).
- Migrated software applications to new database releases.
- Revised and developed new Information Technology Security policies.
- Installed encryption software to protect laptops and other technology.
- Completed an upgrade to the parking ticket system.
- Installed a new digital evidence management system for the PD.
- Implemented eConnect for Internet access to Permits.
- Installed a recreation management system.
- Began the implementation of an electronic medical record system.
- Installed RFID technology in the libraries .

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**General Government**

**Telecommunications**

**Business Unit Mission Statement**

Telecommunications is a division of the Department of Information Technology and is responsible for implementation and support of voice, data, wireless, radio, and E911 communication systems. The primary function of the department is to develop electronic communication infrastructure between facilities, departments, employees and citizens. We strive to provide reliable and effective communications technology to make information available to those who need it, when they need it and where they need it. We believe timely communication is the cornerstone to developing a responsive and knowledge-based organization that works to meet the needs of its citizens.

**Description of Services Provided**

- Voice Telecommunications
- Data, Voice and Video Networking
- Wireless Communications
- Radio 800MHz Communications
- E911 Technology

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	314,460	324,398	-	290,208	290,208
Allowances	3,070	3,237	-	5,397	5,397
Benefits	85,369	94,292	-	119,595	119,595
Other Operating Expenses	319,433	422,629	-	384,400	391,140
<b>Net Budget</b>	<b>722,332</b>	<b>844,556</b>	-	<b>799,600</b>	<b>806,340</b>
Debt Service	16,998	177,855	-	-	-
Capital Outlay	84,129	195,200	-	377,800	375,500
<b>Total Budget</b>	<b>823,459</b>	<b>1,217,611</b>	-	<b>1,177,400</b>	<b>1,181,840</b>
<b>Total Permanent Positions</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
810 Information Technology Fund	823,459	1,217,611	-	1,177,400	1,181,840
<b>Total Funding</b>	<b>823,459</b>	<b>1,217,611</b>	-	<b>1,177,400</b>	<b>1,181,840</b>

**Strategic Goals**

- Dependable and clear radio communications.
- Interoperability with multi-jurisdictions and agencies.
- Responsive and reliable 911 emergency communications technology.
- Network response times of less than five seconds on major applications.
- Network availability of 99.9% during business hours.
- Voice communication systems satisfying customer needs.
- Cost effective voice communication services.

**Outcomes and Accomplishments**

- Implemented secondary E911 backup communications.
- Expanded and upgraded the Regional Overlay Inter-Operability network.
- Completed the second phase of the FCC Rebanding program.
- Developed a radio system upgrade plan.
- Expanded the implementation of wireless networking technology.
- Replaced and upgraded the core network switch.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**General Government  
Marketing and Communications**

**Business Unit Mission Statement**

Marketing and Communications promotes strategic, creative and innovative communications solutions that align with Destination Portsmouth and Council's Economic Development initiative. It also builds integrity with all of our constituents and focuses on our assets in a cost-effective and sustainable manner.

Efforts will focus on our history, maritime and nautical heritage, and bold new direction for the future.

RESULT: Consistent branding and promotion by use of an "inside-out" model that changes perceptions of Portsmouth within the City itself—first. (i.e. citizens, business owners, and city/public school employees)

**Description of Services Provided**

- Centralized depository of all funding for promotional advertising
- Provides consultative services for all internal departments for marketing and promotion
- Serves as brand stewards in an effort to manage compliance and image consistency
- Provides a full line of marketing and communications solutions through a cost-effective media mix
- Formulates plans to increase image and create top-of-mind awareness of Portsmouth's marketable products
- Provides creative design, media placement and public relations and serves as a clearinghouse for brand compliance
- Protects the integrity of the City in all areas of promotional advertising and branding
- Uses electronic communications/relations: social, web design, media relations, eblasts
- Restructured Portsmouth Community Television (PCTV) and upgraded technology
- Represents City at meetings in an effort to collaborate with community leaders and regional efforts
- Uses interactive media: website, eblasts

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	409,974	475,493	-	434,511	434,511
Benefits	111,210	112,161	-	144,633	144,633
Other Operating Expenses	754,523	811,360	-	842,309	842,309
Internal Service Charges	22,161	22,315	-	28,852	30,303
	<b>Net Budget</b>	<b>1,297,868</b>	<b>1,421,329</b>	<b>-</b>	<b>1,450,305</b>
Capital Outlay	74,059	75,000	-	75,000	75,000
	<b>Total Budget</b>	<b>1,371,927</b>	<b>1,496,329</b>	<b>-</b>	<b>1,525,305</b>
	<b>Total Permanent Positions</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>8</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	1,371,927	1,496,329	-	1,525,305	1,526,756
	<b>Total Funding</b>	<b>1,371,927</b>	<b>1,496,329</b>	<b>-</b>	<b>1,525,305</b>

**General Government**  
**Marketing and Communications**

**Strategic Goals**

Unified & Consistent Voice: Enhance marketing and communications in an effort to project a clear and unified voice across all functional areas using a multi-media strategy.

Return-On-Investment (ROI): Maximize the potential of business and community relationships and partnerships to increase the value of media buy and overall ROI.

Position and Placement: Expand branding and marketing strategies to enhance and improve Portsmouth's position and product placement in the Hampton Roads marketplace.

Marketable Assets: Brand and cultivate interest in marketable products on a consistent basis by using an integrated marketing approach to create impact.

Economic Development: Build synergy and enhance image internally and externally in an effort to retain business, foster an environment that is conducive to effective cultivation of business development, enhance our image, and change perceptions.

Destination Portsmouth: Support planning initiatives in an effort to improve and enhance Portsmouth as a sense of place/ destination within the heart of Hampton Roads.

PCTV: Reorganize, realign, and rebrand the City's municipal channel as a primary marketing and communications tool to reach the

citizens of Portsmouth and Hampton Roads (i.e. Verizon FiOS subscribers)

**Outcomes and Accomplishments**

- Successful Inaugural Coast Guard Celebration: nearly 16,000 attendees, generated nearly 5.7 million new impressions
- Successful production of the 20th Annual Umoja Festival: nearly 15,000 attendees
- Enhanced on-air picture quality and technology for PCTV. Also significantly increased production time and digital messaging
- Coordinated and produced City Manager's Holiday Reception
- Coordinated and produced 2010 State of the City Luncheon video and event with HR Chamber
- Continues to collaborate with Portsmouth's business associations to maintain retention and solid partnerships
- Collaborated with IMG to increase awareness of the City of Portsmouth via marketing of the 2010 concert season
- Produced collaterals to promote I.C. Norcom Boys Basketball State Championship
- Co-sponsors events with the Museums Foundation to aid in fundraising and support of the Portsmouth Museums
- Co-sponsored the 2010 Portsmouth Invitational Tournament
- Co-sponsored the 2010 Virginia Arts Festival (Tattoo Parade in Olde Towne Portsmouth)
- Co-sponsored the 2010 Portsmouth Restaurant Week and provides support to PIRA (Portsmouth Independent Restaurant Assoc.)
- Co-sponsored the 2010 Gosport Art Show, Seawall Music Festival, Cock Island Race and Seawall Art Show
- Co-sponsosred the 2010 Schooner Days, Winter Wonderland, Olde Towne Holiday Music Festival
- Co-sponsored the 2009/2010 Grand Illumination Parade in Downtown Norfolk. Also won an award in the 2009 parade:  
Best Illuminated float

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**General Government  
Risk Management Fund**

**Business Unit Mission Statement**

Provide risk management and safety guidance to departments; pursue and collect reinsurance claims; provide annual safety and wellness programs; manage OSHA compliance; and provide workers compensation oversight.

**Description of Services Provided**

The mission of the Risk Management Division of Finance is to facilitate the reduction of high risk, high costs, and high frequency claims; and to promote safety and wellness through effective risk management strategies, systems and structures.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	193,440	282,633	-	288,760	288,760
Benefits	89,699	46,144	-	52,373	52,373
Other Operating Expenses	4,183,880	5,824,020	-	5,367,108	5,394,230
	<b>Net Budget</b>	<b>4,467,019</b>	<b>6,152,797</b>	<b>-</b>	<b>5,708,241</b>
Transfers	127,000	-	-	-	-
	<b>Total Budget</b>	<b>4,594,019</b>	<b>6,152,797</b>	<b>-</b>	<b>5,708,241</b>
	<b>Total Permanent Positions</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
820 Risk Management Fund	4,594,019	6,152,797	-	5,708,241	5,735,363
	<b>Total Funding</b>	<b>4,594,019</b>	<b>6,152,797</b>	<b>-</b>	<b>5,708,241</b>
					<b>5,735,363</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Non-Departmental  
Business Center Index**

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**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Non-Departmental**

**Description of Services Provided**

This business center includes non-specific departmental functions including Public Transportation (HRT), Virginia Sports Hall of Fame, Hampton Roads Planning District Commission and the Military and Federal Facilities Alliance. The Transfers and Contingencies section contains transfers from the General Fund to other operating funds. Also included in this business center is the transfer of local tax support to the School's operating fund totaling \$49,571,413, as well as the City's support to Civic Organizations.

<b>Business Units</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Non-Departmental	8,936,659	3,757,070	-	13,698,094	12,642,273
Transfers and Contingencies	59,936,933	61,334,145	-	62,989,477	62,390,297
Public Transportation	2,494,498	2,775,754	-	2,400,602	2,400,602
Debt Service	21,308,196	22,671,183	-	24,242,879	26,025,367
Support to Civic & Cultural Organizations	319,556	331,206	-	331,206	331,206
Other Post Employment Benefits	-	2,500,000	-	2,500,000	2,500,000
<b>Total Budget</b>	<b>92,995,842</b>	<b>93,369,358</b>	-	<b>106,162,258</b>	<b>106,289,745</b>

<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	92,995,842	90,869,358	-	103,662,258	103,789,745
620 Other Post-Employment Benefits	-	2,500,000	-	2,500,000	2,500,000
<b>Total Funding</b>	<b>92,995,842</b>	<b>93,369,358</b>	-	<b>106,162,258</b>	<b>106,289,745</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Non-Departmental**

**Non-Departmental**

**Business Unit Mission Statement**

The Non-Departmental section accounts for services and costs not related to other departments or agencies.

**Description of Services Provided**

Included in this section are allocations for contractual obligations or community services supported by the City. Reflected again in FY2012 and FY2013 is \$3 million in tax relief for the Elderly and Disabled citizens ( Senior Citizen Tax Relief). In the past, this tax relief was netted against real estate tax revenue. This reporting methodology change provides more transparency to the citizens of Portsmouth. The mandated State Aid reduction for FY2012 totaling \$1,193,378 is also included in non-departmental. In order to make this "Aid to the Commonwealth" payment, the recipient departments' budgets were reduced in accordance with the State Department of Planning and Budget instructions to the City. The result of these budget reductions are accumulated in non-departmental in order to remit the refund payment to the Commonwealth.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	-	-4,101,578	-	427,500	427,500
Benefits	270,529	-2,385,532	-	757,547	757,547
Contractual-Jail Per Diem	2,624,774	3,166,375	-	3,544,150	3,909,150
Contractual-Other	156,699	51,000	-	51,000	51,000
Supp-Sympathy Flowers	-	3,060	-	3,060	3,060
Util-Water Hydrant Chgs	298,440	298,440	-	298,440	298,440
Tele-Telephone	501,105	397,786	-	621,500	621,500
Tele-Telephone Cellular	5,537	-	-	180,000	180,000
Tele-Handheld Communications	-	20,000	-	20,000	20,000
Training-Department Head	14,056	28,000	-	28,000	28,000
Line of Duty for Public Safety	-	-	-	140,000	140,000
Civ Orgs-Eastern VA Med School	45,000	45,000	-	45,000	45,000
Civ Orgs-HR Planning District	169,607	172,820	-	183,757	183,757
Civ Orgs-HR Sports Commission	-	15,805	-	15,805	15,805
Civ Orgs-Sports Hall of Fame	800,000	550,000	-	550,000	550,000
Civ Orgs-Lowes Annual Incent	175,000	175,000	-	-	-
Civ Orgs-Milit/Fed Fac Allianc	49,257	49,257	-	49,257	49,257
Civ Orgs-Comm. Health Center	76,198	76,198	-	76,198	76,198
Civ Orgs-Portsmouth Partnersh	25,000	25,000	-	25,000	25,000
Civ Orgs-Natl League Cities	8,743	7,928	-	7,928	7,928
Civ Orgs-Events	-	18,194	-	18,194	18,194
PA-Hospitalization of Indigent	-	33,336	-	33,336	33,336
Sr Citizen Tax Relief	2,477,115	3,000,000	-	3,000,000	3,000,000
State Aid Budget Reductions	597,773	1,193,378	-	1,193,378	1,193,378
Emergency Drought Funding-Golf	-	-	-	50,000	50,000
Prepaid Bonus	-	-	-	916,069	-
Recreation Initiatives	-	-	-	515,000	-
Bad Debt Expense	-291,236	-	-	-	-
RE Tax Int Misc Exp	18,363	-	-	-	-
Internal Service Charges	914,699	917,603	-	947,975	958,223
<b>Net Budget</b>	<b>8,936,659</b>	<b>3,757,070</b>	-	<b>13,698,094</b>	<b>12,642,273</b>
<b>Total Budget</b>	<b>8,936,659</b>	<b>3,757,070</b>	-	<b>13,698,094</b>	<b>12,642,273</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	8,936,659	3,757,070	-	13,698,094	12,642,273
<b>Total Funding</b>	<b>8,936,659</b>	<b>3,757,070</b>	-	<b>13,698,094</b>	<b>12,642,273</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Non-Departmental  
Transfers and Contingencies**

**Business Unit Mission Statement**

This section of the budget acts as a financial transaction conduit between the General Fund and other funds.

**Description of Services Provided**

In order to provide for the City's share of funding for certain programs, the Transfers and Contingencies section contains transfers from the General Fund to other funds such as Behavioral Healthcare, Social Services, Comprehensive Services, the Capital Improvement Program, and the largest contribution to Portsmouth Public Schools for the City's local share commitment for public education.

To provide for the necessary resources to pay for the costs of goods and services not contemplated during the budget preparation, a General Fund budget contingency is also included in this section

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Contingency-Other Operating	20,000	531,199	-	593,442	477,231
Net Budget	<b>20,000</b>	<b>531,199</b>	-	<b>593,442</b>	<b>477,231</b>
Trans to Public Schools Oper	48,171,651	48,171,651	-	49,571,413	48,871,532
Trans to CIP Fund	2,374,847	-	-	2,000,000	2,000,000
Transfer to Courts Cap Reserve	758,769	1,818,803	-	1,818,803	1,818,803
Trans to BHS Fund	504,708	518,608	-	237,356	234,743
Trans to Social Services Fund	4,381,737	5,884,148	-	5,172,070	5,077,167
Trans to Community Services	1,728,998	3,151,095	-	2,764,093	2,764,093
Trans to Grants Fund	3,568	-	-	-	-
Trans to Donations Fund	17,000	47,000	-	47,000	47,000
Trans to Retirement Fund	87,723	-	-	-	-
Trans to Golf Fund	1,100,000	834,310	-	594,328	834,896
Trans to Parking Authority	426,609	377,331	-	190,972	264,832
Trans to Health Insurance Fund	361,323	-	-	-	-
Total Budget	<b>59,936,933</b>	<b>61,334,145</b>	-	<b>62,989,477</b>	<b>62,390,297</b>
Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	59,936,933	61,334,145	-	62,989,477	62,390,297
Total Funding	<b>59,936,933</b>	<b>61,334,145</b>	-	<b>62,989,477</b>	<b>62,390,297</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Non-Departmental  
Public Transportation**

**Business Unit Mission Statement**

HRT's mission is to be an innovative regional provider of inter-modal transportation opportunities at a high level of quality, safety, and efficiency.

**Description of Services Provided**

The City contracts public transportation services with the Transportation District Commission of Hampton Roads (TDCHR). TDCHR, operating as Hampton Roads Transit (HRT), provides public transportation in the cities of Chesapeake, Norfolk, Suffolk, Virginia Beach, Hampton, Newport News and Portsmouth. Each city has two TDCHR Board seats. At the request of the City, the Commission provides Portsmouth residents various transportation systems and services. First, operating in the City and connecting with Norfolk and the Peninsula, HRT provides a public bus route mix; ferry services connecting Portsmouth and Norfolk; vanpools operated by commuters; disabled transit services; children safety and senior transit programs; tours and downtown circulation services; neighborhood van services; and carpooling and ridesharing information services. Federal and state funds provide for approximately one third of the total HRT costs and are generally used for capital equipment purchases and special operations such as express bus service and handicap service. The passenger "Fare Box" receipts cover about one third of the total service cost leaving the City of Portsmouth to pay the remaining third of the costs incurred within Portsmouth.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Civ Orgs-HRT	2,494,498	2,775,754	-	2,400,602	2,400,602
<b>Net Budget</b>	<b>2,494,498</b>	<b>2,775,754</b>	<b>-</b>	<b>2,400,602</b>	<b>2,400,602</b>
<b>Total Budget</b>	<b>2,494,498</b>	<b>2,775,754</b>	<b>-</b>	<b>2,400,602</b>	<b>2,400,602</b>

<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	2,494,498	2,775,754	-	2,400,602	2,400,602
<b>Total Funding</b>	<b>2,494,498</b>	<b>2,775,754</b>	<b>-</b>	<b>2,400,602</b>	<b>2,400,602</b>

**Strategic Goals**

- Analyze ridership to determine which routes are being inefficiently utilized and which need improvement.
- Incorporate extended services from the traditional 6:00 - 6:30 p.m. to 7:30 p.m.

**Outcomes and Accomplishments**

A new shuttle service was launched in 2008 to replace the "Park and Sail" service by expanding the service to a downtown area shuttle service serving both the ferry docks and the downtown core. This new service will continue to discourage commuters from using the Downtown tunnel and use more energy and time conserving alternatives. The ferry service will tie into the new Downtown Shuttle service offered between the Portsmouth Naval Hospital and the High Street area. The Downtown Shuttle service will be provided with the objective of offering convenient and quick transportation to High Street.

The outcome of this budget item is to furnish a way where anyone wishing to use the Public Transportation System can access the services they need.

**Major Budget Variances**

The oil market is very volatile which makes it difficult to predict the cost of fuel for two and a half years in advance of actual usage. Experience shows that HRT costs to the city increase at the rate of approximately 10 per cent per year. The city can try and control the increasing cost by joining with HRT to increase passenger ridership. The amount of support costs that HRT apportions to the City of Portsmouth is based on the expected fare box revenue. Increased ridership and increased fare box revenue lowers the amount that the City of Portsmouth has to pay directly.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Non-Departmental  
Debt Service**

**Business Unit Mission Statement**

In order to meet the City's goals as presented in the Operating budget and the Capital Improvement Program (CIP), the Finance Department plans for long term financing arrangements.

**Description of Services Provided**

The Finance Department manages and processes all outstanding debt service payments, acquires bonding sources, and restructures debt to best accommodate the city's needs in accordance with its financial policies.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
DS-Bond Principal	7,254,824	7,548,713	-	7,561,233	10,604,112
DS-VPSA Principal	398,723	567,225	-	576,149	985,540
DS-BHS Bldg Principal	-	-	-	-	145,000
DS-Lease Purchase Principal	364,550	374,557	-	476,813	-
DS-Literary Loan Principal	375,000	375,000	-	375,000	250,000
DS-Note Payable Principal	-	1,684,682	-	-	-
DS-QZAB Principal	601,971	601,971	-	716,972	52,897
DS-Human Svcs Bldg Principal	506,374	550,809	-	599,140	651,713
DS-Bond Interest	8,418,205	9,353,498	-	11,444,529	10,955,007
DS-VPSA Interest	357,527	337,525	-	317,102	296,211
DS-BHS Bldg Interest	180,954	181,292	-	181,293	178,392
DS-Lease Purchase Interest	25,466	15,459	-	5,839	-
DS-Literary Loan Interest	52,500	45,000	-	37,500	30,000
DS-Note Payable Interest	1,137,530	-	-	711,100	711,100
DS-Human Svcs Bldg Interest	1,013,381	1,002,952	-	982,709	907,895
DS-Cost of Issuance	610,933	25,000	-	250,000	250,000
Fiscal Charges	10,258	7,500	-	7,500	7,500
<b>Total Budget</b>	<b>21,308,196</b>	<b>22,671,183</b>	-	<b>24,242,879</b>	<b>26,025,367</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	21,308,196	22,671,183	-	24,242,879	26,025,367
<b>Total Funding</b>	<b>21,308,196</b>	<b>22,671,183</b>	-	<b>24,242,879</b>	<b>26,025,367</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Non-Departmental  
Support to Civic & Cultural Organizations**

**Business Unit Mission Statement**

Support to Civic Organizations is funded for the purpose of awarding incentive grants to qualified nonprofit agencies and organizations. The grants are given to encourage the recipient nonprofits to provide services that affect the welfare and improve the quality of life of Portsmouth citizens.

**Description of Services Provided**

The City of Portsmouth recognizes that non-profit organizations fill an important role in improving the quality of life for our community. The City developed a systematic, impartial, and informed process through which nonprofit organizations may request funding from the City. The recipient organizations are expected to provide:

1. Services that are easily accessible to Portsmouth's citizens at a cost that can be quantified and documented.
2. Services that meet specific needs of Portsmouth's citizens and support City Council's Vision Principles.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Net Budget	319,556	331,206	-	331,206	331,206
Total Budget	319,556	331,206	-	331,206	331,206
Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	319,556	331,206	-	331,206	331,206
Total Funding	319,556	331,206	-	331,206	331,206

**Strategic Goals**

- Increase the number of non-profit organizations that provide direct services to Portsmouth citizens.
- Increase the number of directly provided services and/or programs that meet specific needs of Portsmouth citizens.
- Increase the number of services and/or programs that help support City Council's Vision Principles.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Non-Departmental  
Other Post Employment Benefits**

**Description of Services Provided**

City Council authorized a separate OPEB fund to account for contributions toward satisfying the City's OPEB annual required contribution (ARC). Although the City does not currently fund the entire ARC, the normal costs portion of the ARC is fully funded. Additionally, \$2.5 Million is budgeted for the unfunded actuarial accrued liability (UAAL).

In accordance with Government Accounting Standards Board (GASB) reporting requirements, postemployment benefits such as health insurance, life insurance, and other pension-related benefits obligations must be included as a liability reported in the Comprehensive Annual Financial Report (CAFR). Although GASB does not require funding the ARC, the biennial UAAL calculation is based on the degree of funding as well as whether or not the City has an established OPEB Trust Fund. GASB does, however, require the disclosure of information about the funded status of the plan, including the UAAL, in the notes to the financial statements and the presentation of multi-year funding progress trend information as a required supplementary schedule.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Contingency-Other Operating	-	2,500,000	-	2,500,000	2,500,000
<b>Net Budget</b>	-	2,500,000	-	2,500,000	2,500,000
<b>Total Budget</b>	-	2,500,000	-	2,500,000	2,500,000
<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
620 Other Post-Employment Benefits	-	2,500,000	-	2,500,000	2,500,000
<b>Total Funding</b>	-	2,500,000	-	2,500,000	2,500,000

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

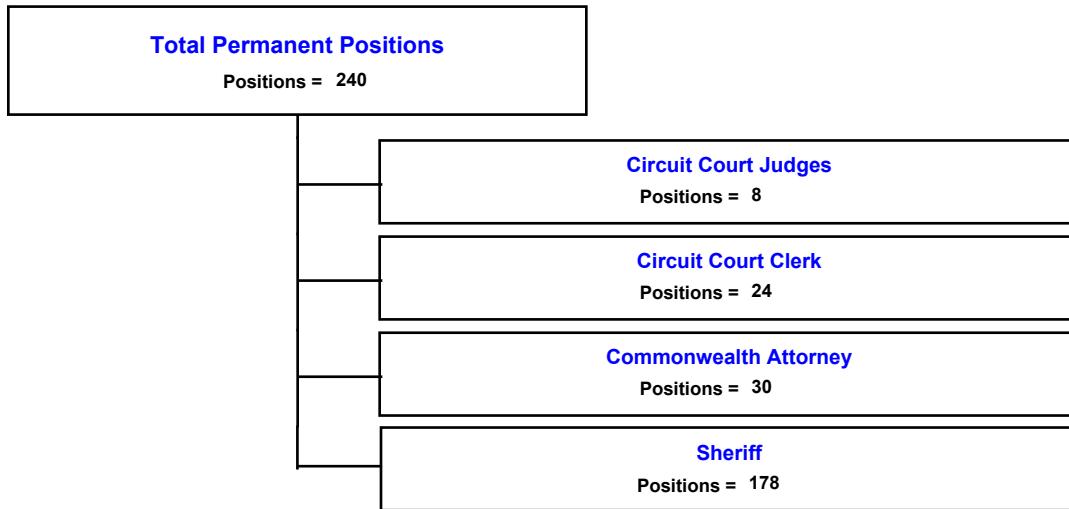
**Judicial  
Business Center Index**

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**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Judicial**  
**Business Center Organizational Chart**



**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Judicial**

**Description of Services Provided**

This business center includes civil and criminal agencies pertaining to the prosecution and adjudication including the Circuit Court Judges, Circuit Court Clerk, Magistrate, General District Court, Juvenile and Domestic Relations Court, Juvenile Court Services, the Sheriff and the Commonwealth Attorney. Services provided include the provision of a judicial procedure for the enforcement of State laws and City ordinances; assisting the Circuit Court Judges; maintaining and preserving court documents; hearing criminal; traffic and civil cases; and protecting the welfare of children and families. Prevention and reduction of juvenile delinquency and the provision of constitutional and municipal services for the City of Portsmouth is also included.

Business Units	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Commonwealth Attorney	2,421,567	2,248,762	-	2,311,010	2,332,391
Magistrate	9,261	14,096	-	10,243	10,127
Juvenile And Domestic Relations Court	19,271	25,693	-	28,099	48,123
Circuit Court Judges	528,211	572,511	-	528,228	547,699
Sheriff	12,181,078	12,099,360	-	10,261,353	10,304,437
General District Court	33,401	51,052	-	48,896	70,793
Juvenile Court Services	1,123,756	1,188,306	-	1,180,621	1,198,656
Circuit Court Clerk	1,272,517	1,211,352	-	1,385,847	1,407,375
<b>Total Budget</b>	<b>17,589,062</b>	<b>17,411,132</b>	-	<b>15,754,297</b>	<b>15,919,601</b>
<b>Total Permanent Positions</b>	<b>249</b>	<b>240</b>	<b>240</b>	<b>240</b>	<b>240</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	17,589,062	17,411,132	-	15,754,297	15,919,601
<b>Total Funding</b>	<b>17,589,062</b>	<b>17,411,132</b>	-	<b>15,754,297</b>	<b>15,919,601</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Judicial**

**Circuit Court Judges**

**Business Unit Mission Statement**

The Circuit Court Judges have the primary responsibility of providing a judicial procedure for the enforcement of state laws and city ordinances.

**Description of Services Provided**

- Trial of Appeals from the General District Court and Juvenile and Domestic Relations Court.
- Set bonds in criminal cases.
- Trial of Appeals of grievability relative to City employees' grievances.
- Hear certain appeals for Virginia Employment Commission.
- Issue Capias' (Warrants) for those persons failing to appear for court hearing dates.
- Trial Support and Custody matters relative to divorce actions and on appeal from Juvenile and Domestic Relations Court.
- Prepare Venire Facias (list of potential jurors) on a monthly basis.
- Preside over Grand Jury which meets monthly.
- Hear Mental/Incompetence Petitions (appoints guardians, etc.).
- Appoint and Swear-In Magistrate, Probation Officers and Special Police Officers.
- Appoint members of the Board of Zoning Appeals, Equalization Board, Chesapeake Bay Bridge Tunnel Commission and Electoral Board.
- Appoint Judges and substitute Judges of the General District Court and the Juvenile and Domestic Relations Court when a vacancy occurs and the Legislature is not in session.
- Appoint Marriage Commissioners.
- Appoint Commissioners in Chancery to hear evidence and report finding to the Court in divorce cases.
- Appoint Trustees of religious congregations.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	350,800	360,429	-	329,820	329,820
Benefits	114,915	123,665	-	122,505	122,505
Other Operating Expenses	36,234	58,074	-	58,074	58,074
Internal Service Charges	26,262	30,343	-	17,829	37,300
<b>Net Budget</b>	<b>528,211</b>	<b>572,511</b>	-	<b>528,228</b>	<b>547,699</b>
<b>Total Budget</b>	<b>528,211</b>	<b>572,511</b>	-	<b>528,228</b>	<b>547,699</b>
<b>Total Permanent Positions</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	528,211	572,511	-	528,228	547,699
<b>Total Funding</b>	<b>528,211</b>	<b>572,511</b>	-	<b>528,228</b>	<b>547,699</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Judicial**

**Circuit Court Clerk**

**Business Unit Mission Statement**

The Clerk of Circuit Court is a constitutional officer elected for a term of eight years. This office is responsible for assisting the five Circuit Court Judges as well as maintaining and preserving all court documents. All pleadings and orders relating to civil claims, criminal cases, and appeals are filed with the Clerk of Circuit Court. Land records, judgments, gun permits, UCC financial statements, fictitious names, bonds, marriage licenses, military discharges, registration of ministers, oaths of office, notaries, elections and referenda are recorded in this office. The Clerk of Circuit Court is responsible for processing all probate and estate records as well as issues relating to the appointment of guardians and conservators.

**Description of Services Provided**

- Recording and indexing deeds
- Executing bonds and probating wills
- Recording charters and partnerships
- Issuing notaries
- Qualifying ministers to perform marriage ceremonies
- Administering oaths
- Issuing concealed weapon permits
- Recording and indexing judgments
- Processing and administering garnishments
- Issuing marriage licenses
- Processing all adoption proceedings
- Record UCC and Finance Statements
- Preparing records for the Virginia Court of Appeals, Supreme Court of Virginia, United States District Court and United States Supreme Court
- Processing indictments and bench warrants in criminal cases
- Processing warrants in misdemeanor cases
- Keeping minutes and preparing court orders in court proceedings
- Processing payments for fines and cost in criminal cases
- Record DD214 Military Discharges
- Record Plats and maps
- Process all divorce proceedings
- Collection of Tax Set Off • Escheatment of Funds to State
- Record Fictitious Names
- Process all documents associated with civil proceedings
- Administer trust accounts for the court
- Payment of restitution in criminal cases

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	757,955	716,673	-	789,922	789,922
Allowances	37,196	37,000	-	37,000	37,000
Benefits	294,021	269,646	-	370,783	370,783
Other Operating Expenses	131,250	140,074	-	140,074	140,074
Internal Service Charges	52,095	47,959	-	48,068	69,596
<b>Net Budget</b>	<b>1,272,517</b>	<b>1,211,352</b>	-	<b>1,385,847</b>	<b>1,407,375</b>
<b>Total Budget</b>	<b>1,272,517</b>	<b>1,211,352</b>	-	<b>1,385,847</b>	<b>1,407,375</b>
<b>Total Permanent Positions</b>	<b>24</b>	<b>20</b>	<b>20</b>	<b>24</b>	<b>24</b>
Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	1,272,517	1,211,352	-	1,385,847	1,407,375
<b>Total Funding</b>	<b>1,272,517</b>	<b>1,211,352</b>	-	<b>1,385,847</b>	<b>1,407,375</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Judicial  
Circuit Court Clerk**

**Strategic Goals**

- To develop a mechanized method of storage for all documents.
- To preserve the historical records.
- To eliminate paper files for court cases
- To provide remote access to case files for officers of the court

**Outcomes and Accomplishments**

- Improving the storage of records by converting documents to digital format.
- Improving customer service by installing a user friendly computer system.
- Informing the community of probate process by conducting workshops.
- Providing notary service to the general public at no cost.

**Major Budget Variances**

- This budget request reflects a request for a slight increase. The allowance other supplements needs to be increased because this line item includes the supplement for the officer and staff. The Compensation Board restored funding in FY2011 which allowed for the hiring of four new deputy clerks. Additional funding is requested to allow for salary supplements for all staff.
- Contractual Court Appointed Attorney line item needs to be increased to accomodate the increase in the number of misdemeanor charges being written under City Code and representation is provided by the Public Defender's Office. The Commonwealth of Virginia requires that the cost for the Public Defender be reimbursed by the locality.
- Contractual Other line item needs to be increased to cover the cost for providing ORCA and the Logan System. This line item also covers maintenance for all hardware that is not provided by the Supreme Court of Virginia such as microfilm readers and card readers purchased from Imagex.
- Contractual jurors needs to be increased due to the additional cost for postage to mail jury questionnaires. Also, in FY2013 the Circuit Court will have five courtrooms equipped for jury trials. This will result in an increase in payments for jury service.
- Dues - Membership line items needs to be increased to accomodate the increase in Dues by VALECO and VCCA.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Judicial  
Magistrate**

**Business Unit Mission Statement**

The Office of the Magistrate traces its development through centuries of English and American history in the Commonwealth of Virginia. The magistrates are part of the Judicial System and act as a buffer between law enforcement and society. Our principle function is to provide independent, unbiased review of complaints.

**Description of Services Provided**

The primary goal for the Office of the Magistrate is to provide courteous, efficient, unbiased professional services to law-enforcement officers, mental health professionals, medical doctors and citizens. The Magistrate's Office is open seven days a week, twenty-four hours a day. Our daily functions include: the issuance of warrants of arrest; search warrants; summonses; subpoenas; bail bond; civil and criminal temporary detention orders; medical temporary detention orders; and emergency protective orders.

When a person is arrested in this jurisdiction, they are either admitted to bail or committed to jail. The Magistrate's Office takes guilty pleas and prepayments of traffic infractions and Class 4 misdemeanors. The Magistrate's Office serves the Portsmouth City Jail and the Hampton Roads Regional Jail, which houses inmates for the Hampton Roads area.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Other Operating Expenses	2,487	5,239	-	5,239	5,239
Internal Service Charges	6,774	8,857	-	5,004	4,888
<b>Net Budget</b>	<b>9,261</b>	<b>14,096</b>	-	<b>10,243</b>	<b>10,127</b>
<b>Total Budget</b>	<b>9,261</b>	<b>14,096</b>	-	<b>10,243</b>	<b>10,127</b>

<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	9,261	14,096	-	10,243	10,127
<b>Total Funding</b>	<b>9,261</b>	<b>14,096</b>	-	<b>10,243</b>	<b>10,127</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Judicial  
General District Court**

**Business Unit Mission Statement**

The Portsmouth General District Court has primary responsibility for hearing criminal, traffic and civil cases within the Third Judicial District of Virginia. The General District Court does not conduct jury trials. A judge hears all cases in this court. Fines collected for violations of City ordinances are paid to the City Treasurer. All fines collected for violation of State law are paid to the State Treasury. Court costs are set by the State Legislature. The court cannot suspend or waive costs.

**Description of Services Provided**

CIVIL CASES: The General District Court decides civil suits involving amounts of money up to \$15,000. A suit is begun by filing a civil warrant or motion for judgement with the clerk of the court and paying a fee. Small claims are those civil suits involving amounts of money of \$1,000 or less and are within the exclusive jurisdiction of this court.

CRIMINAL CASES: The General District Court decides cases in which a person is charged with a misdemeanor. A misdemeanor is any charge which carries a penalty of no more than one year in jail or a fine of up to \$2,500 or both.

The General District Court holds preliminary hearings in felony cases. Any charge which may be punishable by more than one year in jail is a felony. Preliminary hearings are held to determine whether there is enough evidence to justify holding the defendant for a grand jury hearing. The grand jury determines whether the accused will be indicted and held for trial by the Circuit Court.

Each defendant in a criminal case is presumed innocent until proven guilty beyond a reasonable doubt. Upon consideration of evidence, the judge decides the question of guilt or innocence and on the finding of guilt determines which penalty, if any, is proper and lawful.

TRAFFIC CASES: The General District Court hears cases in which a person is charged with a traffic offense. Most traffic offenses are infractions, which are punishable by a fine but no jail penalty. (Cases involving awards to individuals for damages in connection with traffic violations are civil in nature.) If a traffic violator is convicted of certain traffic violations, the Virginia Division of Motor Vehicles will assess points against their driver's license. This is an administrative action by DMV and is in addition to any sentence imposed by the judge.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Other Operating Expenses	23,097	40,219	-	40,219	40,219
Internal Service Charges	10,304	10,833	-	8,677	30,574
Net Budget	<b>33,401</b>	<b>51,052</b>	-	<b>48,896</b>	<b>70,793</b>
Total Budget	<b>33,401</b>	<b>51,052</b>	-	<b>48,896</b>	<b>70,793</b>
Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	33,401	51,052	-	48,896	70,793
Total Funding	<b>33,401</b>	<b>51,052</b>	-	<b>48,896</b>	<b>70,793</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Judicial**

**Juvenile And Domestic Relations Court**

**Business Unit Mission Statement**

The Juvenile and Domestic Relations District Court is a component of the unified court system of the Commonwealth of Virginia subordinate to the Supreme Court and subject to the administrative supervision of the Chief Justice of the Supreme Court in accordance with Chapter 4.1 of Title 16.1 Code of Virginia. The purpose of the Juvenile and Domestic Relations District Court is to protect the welfare of the child and family. This court provides impartial and timely services to litigants and the paramount concern is the protection of victims' rights and liberties in accordance with the Code of Virginia.

**Description of Services Provided**

The goal of the Juvenile and Domestic Relations District Court is to protect the welfare of children and families. The court does this by exercising exclusive original jurisdiction over cases involving the following:

- Children alleged to be delinquent, abused, neglected, in need of services, supervision and status offender.
- Children charged with violating traffic laws.
- Children subject to entrustment agreements and proceedings seeking termination of residual parental rights.
- Proceedings filed pursuant to "The Psychiatric Impatient Treatment of Minors Act".
- Under specific statutory provisions, judicial consent requisite that of a parent including emergency, surgical/medical treatment.
- Petitions seeking support, custody or visitation of a child.
- Petitions seeking spousal support.
- Petitions seeking emancipation, parentage determination, approval of standby guardians and judicial authorization of abortion without notice to an unauthorized person.
- Petitions and protective orders in cases of family abuse and the issuance of emergency protective orders.
- Prosecution of persons charged with offenses against children and offenses wherein a family or household member is the victim.
- Petitions for enforcement of administrative support orders and de novo appeals from the State Department of Social Services per Section 63.1-249 et. seq of the Code of Virginia.
- Presentation of driver's license to drivers under the age of 18.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Other Operating Expenses	14,278	20,325	-	20,325	20,325
Internal Service Charges	4,993	5,368	-	7,774	27,798
<b>Net Budget</b>	<b>19,271</b>	<b>25,693</b>	-	<b>28,099</b>	<b>48,123</b>
<b>Total Budget</b>	<b>19,271</b>	<b>25,693</b>	-	<b>28,099</b>	<b>48,123</b>

<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	19,271	25,693	-	28,099	48,123
<b>Total Funding</b>	<b>19,271</b>	<b>25,693</b>	-	<b>28,099</b>	<b>48,123</b>

**Strategic Goals**

- Clients receive a speedy and fair trial
- Cases are timely
- Excellent customer service

Due to the current economy, most likely there will be an increase in support petitions, making the first three goals more challenging.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Judicial**

**Juvenile Court Services**

**Business Unit Mission Statement**

The Department of Juvenile Justice's core function is to protect the public through a balanced approach of comprehensive services that prevent and reduce juvenile delinquency through partnerships with families, schools, communities, law enforcement and other state agencies, while providing the opportunity for delinquent youth to develop into responsible and productive citizens. Third District Juvenile Court Services (Portsmouth Court Services) is a sub-organizational community entity within the Commonwealth of Virginia's Department of Juvenile Justice (1 of 31 throughout the Commonwealth) and serves the City of Portsmouth and the Portsmouth Juvenile and Domestic Relations Court.

**Description of Services Provided**

The Juvenile Court Services Unit utilizes pre-dispositional and post-dispositional programs/services, which are obtained through "alternative to secure detention" referrals to the Tidewater Youth Services (TYS; formerly named Tidewater Regional Group Home) and secure detention placements in Chesapeake Juvenile Services (formerly named the Tidewater Detention Home). All of these programs/services/placements complement the intake, probation, parole and social history services provided to the Portsmouth Juvenile and Domestic Relations Court by the Third District Court Service Unit. The secure detention placements at Chesapeake Juvenile Services are critical to public safety, the safety of the youths and when the court deems necessary the assurance that a youth will appear in juvenile court, as prescribed in the Code of Virginia. The TYS "alternative to secure detention" referrals provide critical alternatives to secure detention referrals at a substantial cost savings.

Juvenile Court Services include:

- Intake processing of juvenile and domestic relations matters for the Court that includes the use of diversionary alternatives to court and the processing of matters referred to the Portsmouth Juvenile and Domestic Relations docket.
- Court ordered pre-dispositional investigations and recommendations to assist the Portsmouth Juvenile and Domestic Relations Court in making final dispositions which includes the use of Tidewater Youth Services residential and non-residential services.
- Probation supervision
- Parole supervision
- Special services/placement referrals to the Tidewater Youth Services and other entities to support Portsmouth Juvenile and Domestic Relations Court dispositions, including referrals to enhance probation and parole supervision.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Other Operating Expenses	1,113,028	1,176,913	-	1,176,913	1,176,913
Internal Service Charges	10,728	11,393	-	3,708	21,743
<b>Net Budget</b>	<b>1,123,756</b>	<b>1,188,306</b>	-	<b>1,180,621</b>	<b>1,198,656</b>
<b>Total Budget</b>	<b>1,123,756</b>	<b>1,188,306</b>	-	<b>1,180,621</b>	<b>1,198,656</b>

<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	1,123,756	1,188,306	-	1,180,621	1,198,656
<b>Total Funding</b>	<b>1,123,756</b>	<b>1,188,306</b>	-	<b>1,180,621</b>	<b>1,198,656</b>

**Strategic Goals**

To achieve appropriate public safety recommendations and referrals for juveniles, which include the following:

- Pre-disposition secure detention placement
- Appropriate alternative and less expensive services and programs

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Judicial**

**Commonwealth Attorney**

**Business Unit Mission Statement**

In affiliation with Local, State and Federal Law Enforcement Authorities, the Commonwealth Attorney is a constitutional officer elected for a term of four years. The mission of this office is to courageously, aggressively and expeditiously challenge individual criminal activity; to oppose crime and promote justice without fear of personal, professional, or political consequences; to execute justice without regard to race, religion, gender, political affiliation or socio-economic status; to employ all the department's resources objectively fostering a crime free community while nurturing strong moral development and personal responsibility; and finally to earn the citizenry's trust and respect in which we are honored to serve within Portsmouth and throughout the Commonwealth of Virginia.

**Description of Services Provided**

The Commonwealth Attorneys Office is responsible for prosecuting the City of Portsmouth's criminal purveyors and fielding questions from the citizens of Portsmouth on criminal issues. The Office of the Commonwealth Attorney administers one grant program, the Victim/Witness program which provides direct service for criminal victims and witnesses. This grant provides funding for six full-time appointees. One attorney is dedicated to the prosecution of violent crimes against women.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	1,392,796	1,266,455	-	1,298,662	1,298,662
Allowances	355,003	374,252	-	374,252	374,252
Benefits	522,302	453,686	-	484,486	484,486
Other Operating Expenses	78,915	69,160	-	69,160	69,160
Internal Service Charges	72,551	85,209	-	84,450	105,831
<b>Net Budget</b>	<b>2,421,567</b>	<b>2,248,762</b>	-	<b>2,311,010</b>	<b>2,332,391</b>
<b>Total Budget</b>	<b>2,421,567</b>	<b>2,248,762</b>	-	<b>2,311,010</b>	<b>2,332,391</b>
<b>Total Permanent Positions</b>	<b>35</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	2,421,567	2,248,762	-	2,311,010	2,332,391
<b>Total Funding</b>	<b>2,421,567</b>	<b>2,248,762</b>	-	<b>2,311,010</b>	<b>2,332,391</b>

**Strategic Goals**

The Commonwealth Attorney Office's primary goals are the following:

- To effectively, aggressively, and expeditiously prosecute the City of Portsmouth's criminal purveyors ultimately fostering a crime free community.
- To stem the rising tide of violent crime in the City of Portsmouth by building solid relationships with the police department and other law enforcement agencies.
- To reach out to the Portsmouth citizens through civic leagues and other community outreach programs such as the Victim Witness Program.
- To counsel the citizens about the department's activities and cooperative citizenry efforts to reduce violent crime in their community.
- To continue to build Federal Authority relationships in an effort to more aggressively fight the City's ever pervasive drug problem.
- Dedication of an attorney to concentrate on the prosecutions of crimes involving gang members

**Outcomes and Accomplishments**

Recognizing the direct impact the illegal drug trade has on violent crime and quality of life issues, this office has implemented a specialized illegal drug prosecution unit. Sentences for successful drug trafficking offense now equal or exceed federal sentences for like offenses.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Judicial**

**Sheriff**

**Business Unit Mission Statement**

The mission of the Portsmouth Sheriff's Office is to serve and protect the citizens of Portsmouth with compassion, understanding, unquestionable integrity, total dedication, and genuine pride in our community and ourselves.

The Portsmouth Sheriff's Office will provide incarceration of adult offenders in methods that protect public safety. We will maintain institutional safety in a cost effective manner that meets statutory and constitutional standards. We will provide services and programs for inmates seeking assistance with the intent to reduce recidivism.

We will provide a safe and secure environment for the Circuit Courts and the District Courts of the City of Portsmouth, ensuring that order and decorum is maintained during all court proceedings, and also provide timely service of all process received by the Portsmouth Sheriff's Office.

The Portsmouth Sheriff's Office is committed to excellence and teamwork in law enforcement. We will be held accountable to uphold the highest standards in all of our fields, corrections, court security, civil process, and any specialty units which are a part of the Portsmouth Sheriff's Office.

**Description of Services Provided**

The Sheriff is a constitutional officer elected for a term of four years. The Portsmouth Sheriff's Office has the primary responsibility for the care and custody of all inmates within the city's jail facility. The department provides secure court operations and serves over 10,000 court documents annually. The department establishes goals, services and operations for the jail facility, as well as for other divisions within the department.

The department offers humane care and custody of inmates and the protection of the community from those incarcerated in the jail. The Court Security Division maintains security for all courts and transportation of prisoners to and from court, to other correctional facilities, and to court ordered destinations. The department is also responsible for service of all civil process directed by the courts or other legal authority. The department provides funeral escorts for the citizens of Portsmouth. The Inmate Work Program makes available a volunteer program whereby qualified inmates may carry out public service work, i.e., individuals work in a variety of city departments, litter control and mowing services, for example.

The Training Division provides training for all new deputies, as well as keeping current mandated in-service training for established personnel. The Training Division works hand-in-hand with the Coast Guard, State Forensics Unit, and provides mutual aid with other cities for training of deputies, as well as police and fire departments. Community Corrections provides an alternative method of supervision other than incarceration.

Other services provided are Ident-A-Kid, Kidwatch, TRIAD, Elder Watch, Project Lifesaver, Honor Guard, C.E.R.T., and Marine Patrol.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	6,031,096	5,347,184	-	3,639,382	3,654,832
Allowances	490,024	666,899	-	666,899	666,899
Benefits	2,185,357	2,393,625	-	2,279,402	2,279,402
Other Operating Expenses	2,195,617	2,455,248	-	2,454,748	2,454,748
Internal Service Charges	1,278,984	1,236,404	-	1,220,922	1,248,556
<b>Net Budget</b>	<b>12,181,078</b>	<b>12,099,360</b>	-	<b>10,261,353</b>	<b>10,304,437</b>
<b>Total Budget</b>	<b>12,181,078</b>	<b>12,099,360</b>	-	<b>10,261,353</b>	<b>10,304,437</b>
<b>Total Permanent Positions</b>	<b>182</b>	<b>182</b>	<b>182</b>	<b>178</b>	<b>178</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	12,181,078	12,099,360	-	10,261,353	10,304,437
<b>Total Funding</b>	<b>12,181,078</b>	<b>12,099,360</b>	-	<b>10,261,353</b>	<b>10,304,437</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Judicial**

**Sheriff**

**Strategic Goals**

- The City Jail will be operated in a safe, efficient and humane manner providing a safe custodial environment for those who are incarcerated.
- The Sheriff and his deputies will continue to provide services to the City in an effort to advance the quality of life in the City of Portsmouth.
- To implement innovative programs such as the Community Services Unit, and by educating inmates and teaching them a trade in order to find employment once released and become productive members of society.

**Outcomes and Accomplishments**

To date, the Senior Watch Program has been responsible for saving the lives of multiple Portsmouth senior citizens.

With limited resources and funding, and an aged Jail facility, which protects an average of over 450 inmates per day, the Sheriff's office has achieved an overall compliance rating of 100% from the Department of Corrections. In addition, the Portsmouth Sheriff's Office received a 100% from the National Commission on Correctional Health Care for medical services supplied to the inmates.

The Sheriff's Office assists the City of Portsmouth by providing inmate work crews to help keep the City clean, which results in a substantial savings in tax dollars to residents and the City. The Sheriff's Office also provides inmates to work in various departments throughout the City, which also results in significant savings to the City. The inmates are non-paid workers.

The Porstmouth Sheriff's Office also assists with Project Lifesaver. This past year there were 18 callouts for individuals who had wandered away from variouis locations. The average recovery time in finding these individuals was less than 20 minutes.

In today's economy, and with all of the State and City budget cuts the Portsmouth Sheriff's Office has had to endure and the reduction in staff, the Portsmouth Sheriff's Office still managed to attain 100% compliance ratings for the jail and medical services, and has had no escapes.

In addition to all of the other missions of the Sheriff's Office, which includes providing security for the Courts, serving processes, providing training for our own, as well as other departments, we also provide free funeral escorts.

**Major Budget Variances**

The shortage of jail deputies continues to be an issue. Budgets cuts from the state and city are detrimental not only to the safety of the deputies working in the jail, but also to the citizens of Portsmouth.

Off-site medical treatment costs have increased significantly due to the number of inmates requiring treatment at outside facilities. It is the Sheriff's Office responsibility to provide housing, clothing, food, and hygiene supplies for the inmates. These costs increase every year.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

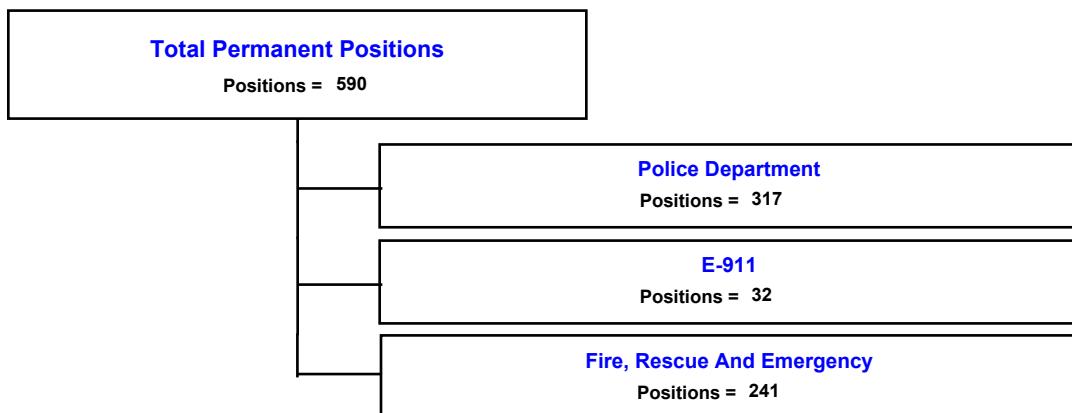
**Public Safety  
Business Center Index**

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**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Safety**  
**Business Center Organizational Chart**



**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Safety**

**Description of Services Provided**

This business center includes the departments of Police, E-911, Animal Control and Fire, Rescue and Emergency Services which addresses citizenry protection. Services include the protection and security of all citizens to include community-policing efforts, the provision of efficient fire prevention, fire suppression, emergency medical care, hazardous material response and disaster preparedness services for the citizens of Portsmouth.

Business Units	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
E-911	2,238,463	2,295,360	-	2,053,044	2,067,005
Fire, Rescue And Emergency	26,797,869	29,404,612	-	27,786,999	27,767,059
Police Department	29,837,536	32,890,348	-	34,738,554	34,722,742
<b>Total Budget</b>	<b>58,873,868</b>	<b>64,590,320</b>	-	<b>64,578,597</b>	<b>64,556,806</b>
<b>Total Permanent Positions</b>	<b>591</b>	<b>590</b>	<b>590</b>	<b>590</b>	<b>590</b>
Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	58,873,868	64,590,320	-	64,578,597	64,556,806
<b>Total Funding</b>	<b>58,873,868</b>	<b>64,590,320</b>	-	<b>64,578,597</b>	<b>64,556,806</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Safety  
Police Department**

**Business Unit Mission Statement**

The Portsmouth Police Department is dedicated to the protection and security of all people and, in partnership with our community, to providing quality public safety services while affording dignity and respect to every individual.

Vision: Police and Citizens together building a safer community

**Description of Services Provided**

The Portsmouth Police Department's 251 sworn Police Officers, 25 Auxiliary Police Officers and 101 civilian employees work diligently and conscientiously to provide extraordinary public safety services.

**Patrol Operations** - Officers are available 24/7/365 to answer calls for service in a timely and efficient manner and respond to neighborhood problems as time allows.

**Community Services** - These functions afford our department an opportunity to contribute to neighborhood and community transformation while strengthening trust and support.

**Special Operations** - Officers are highly trained and have unique skills that allow them to perform a variety of street level and other special operations.

**Criminal Investigations** - These functions allow our department to investigate current and cold cases and are supported by a number of highly sophisticated technologies and partnerships on the local, state and federal levels.

**Police Administration** – These units are responsible for the management and maintenance of police records to include personnel, training, fiscal, backgrounds, recruiting, property and evidence, planning, grants, crime analysis, vehicle support, court services and technical support.

**Animal Control and Security** – The security section provides parking enforcement and protection of public building and properties. The animal control unit is tasked with the enforcement of laws protecting the welfare of animals and citizens through the proper care of animals.

A variety of other department divisions and units provide a multitude of support services that ensure the methodology, processes, procedures and tools critical to the efficient and effective delivery of city police services.

Note: The E-911 budget and position information for Fiscal Years 09 (amended), 10 and 11 are reflected on page 7-6.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Salaries	14,943,232	16,767,569	-	16,764,882	16,764,882
Allowances	150,029	170,503	-	168,503	168,503
Benefits	9,246,156	10,382,765	-	11,209,359	11,209,359
Other Operating Expenses	1,217,904	1,352,913	-	2,444,914	2,444,914
Internal Service Charges	4,280,215	4,216,598	-	4,150,896	4,135,084
<b>Net Budget</b>	<b>29,837,536</b>	<b>32,890,348</b>	-	<b>34,738,554</b>	<b>34,722,742</b>
<b>Total Budget</b>	<b>29,837,536</b>	<b>32,890,348</b>	-	<b>34,738,554</b>	<b>34,722,742</b>
<b>Total Permanent Positions</b>	<b>317</b>	<b>317</b>	<b>317</b>	<b>317</b>	<b>317</b>

<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	29,837,536	32,890,348	-	34,738,554	34,722,742
<b>Total Funding</b>	<b>29,837,536</b>	<b>32,890,348</b>	-	<b>34,738,554</b>	<b>34,722,742</b>

**Public Safety  
Police Department**

**Strategic Goals**

Police Department Strategic Directions include:

- PUBLIC SAFETY
- COMMUNITY PARTNERSHIPS
- PERSONNEL DEVELOPMENT
- RESOURCE MANAGEMENT
- TECHNOLOGICAL ADVANCEMENT

**Outcomes and Accomplishments**

- The department developed and implemented our Strategic Plan; a living document that will guide us toward achieving our goals over the next five years. In developing the strategic plan the police department surveyed both internal and external stakeholders to better understand the needs of the citizens of Portsmouth and incorporated that input and feedback into the plan.
- During the past fiscal year the department has focused on crime reduction as our number one priority. A major emphasis has been placed on guns, gangs and drugs in combination with our Crime Analysis efforts we have achieved the followings successes: 25% reduction in Homicide, a 48% reduction of Aggravated Assaults – Shootings and an overall 13% reduction in violent crime. The department has also achieved a 3% reduction in property crime with our current levels being fueled by Larcenies from Vehicles and Residential Burglaries.
- All marked vehicles in the police fleet have Mobile Data Computers(MDC's). These computers allow officers to perform many task that could traditionally only be handled by dispatchers. Officers can conduct license checks and warrant checks in a more expeditious manner, which reduces radio traffic and increases officer safety. Officers conduct Mobile Field Reporting directly for all police reports to include incident, accident and field interview reports. The department currently has 110 MDC's operational.
- A comprehensive Mobile Field Reporting system module allows computer integration with the existing Records Management System from remote locations. Officers can now electronically enter crime reports, thereby giving the Crime Analysis and Criminal Investigations Units the ability to review the information in real-time and take immediate action as required.
- The Portsmouth Police Department was awarded \$95,628 in funding under Byrne Category II: Enhancing Law Enforcement, to acquire four (4) mobile Automatic License Plate Reader (ALPR) systems. The ALPR system allows the detection and recovery of vehicles wanted in relation to auto theft and other crimes, information sharing with state and other law enforcement agencies as well as a using collected data as a long-term intelligence tool. The system will capture license plate data; compare it automatically to a nationwide database of wanted vehicles from the United States, Canada and Puerto Rico.
- Uniformed Patrol vehicles outfitted with new Mobile Port Security Surveillance, Detection & Monitoring Systems. These omni-operational digital in-car camera systems will help protect vital Port of Hampton Roads infrastructure against terrorist threats by allowing officers to detect, record and assess suspicious activities from a distance.
- The department has continued its Street Crime Initiatives through operation "Hammer", "Hurricane" and "Snowball". The primary focus is to reduce street level narcotic activity and associated violence. This effort is supported through the expanded use of spotting operations, buy bust, undercover buys, as well as other innovative policing strategies. Operation "Hammer" resulted in 61 defendants being charged with 86 felonies. Operation "Hurricane" resulted 359 defendants being charged with 241 felonies and Operation "Snowball" resulted in 45 defendants being charged with 75 felonies.
- The department's Gang Suppression Unit's is assigned to focus in on violent criminal organizations. This past year the Gang Suppression Unit has partnered with federal, state and local agencies to identify and remove these dangerous individuals participating in violent crime from our community. This past year this multi-jurisdictional task force has arrested 33 individuals, which resulted in 202 felony and misdemeanor charges.
- In our efforts to enhance traffic safety and reduce crime, the Strategic Traffic Unit has been awarded several DMV grants to conduct checkpoints and saturation patrols to include motor carrier safety inspection throughout the City. As a result of 14 checkpoints, a total of 462 summons were issued to include 178 suspended drivers, 63 unlicensed drivers, 22 child restraint violations, 13 DUI arrests, 34 criminal arrests including the recovery of 1 stolen vehicles and 2 firearms. As a result of 22 saturation patrols, 463 traffic summons were issued to include 21 suspended license, 35 seat belt violations and 2 DUI arrests.
- The PPD received funding for an Automatic Vehicle Locator System through the FY08 Edward Byrne Memorial Justice Assistance (JAG) Grant Program. The AVL system allows units to be dispatched based on their proximity to high priority calls for service rather than their beat assignment. The primary goals are to enhance officer safety, dispatch more efficiently and reduce response times.
- SAFE Boat – The department accepted and placed into operational status a custom-modified maritime port security interdiction boat, enhancing our littoral Law Enforcement and First Responder capabilities in the winter of CY2009.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Safety**

**E-911**

**Business Unit Mission Statement**

The Portsmouth Police Department is dedicated to the protection and security of all people and, in partnership with our community, to providing quality public safety services while affording dignity and respect to every individual.

**Description of Services Provided**

The E-911 Communications Center plays a vital role in the protection and preservation of lives and property in the City of Portsmouth through the rapid and coordinated deployment of emergency service units. This center is responsible for the planning, management, and control of radio communications for the Police Department, Fire Department, and Emergency Medical Services. The communication dispatchers are highly trained to handle requests for emergency services received from the citizens through the Emergency 911 telephone system.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Salaries	1,035,311	1,123,571	-	1,063,318	1,063,318
Benefits	413,528	457,518	-	461,393	461,393
Other Operating Expenses	13,682	31,766	-	31,766	31,766
Internal Service Charges	775,942	682,505	-	496,567	510,528
<b>Net Budget</b>	<b>2,238,463</b>	<b>2,295,360</b>	-	<b>2,053,044</b>	<b>2,067,005</b>
<b>Total Budget</b>	<b>2,238,463</b>	<b>2,295,360</b>	-	<b>2,053,044</b>	<b>2,067,005</b>
<b>Total Permanent Positions</b>	<b>32</b>	<b>32</b>	<b>32</b>	<b>32</b>	<b>32</b>
<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	2,238,463	2,295,360	-	2,053,044	2,067,005
<b>Total Funding</b>	<b>2,238,463</b>	<b>2,295,360</b>	-	<b>2,053,044</b>	<b>2,067,005</b>

**Strategic Goals**

- PUBLIC SAFETY
- COMMUNITY PARTNERSHIPS
- PERSONNEL DEVELOPMENT
- RESOURCE MANAGEMENT
- TECHNOLOGICAL ADVANCEMENT

**Outcomes and Accomplishments**

The PPD received funding for an Automatic Vehicle Locator System through the FY08 Edward Byrne Memorial Justice Assistance (JAG) Grant Program. The AVL system allows units to be dispatched based on their proximity to high priority calls for service rather than their beat assignment. The primary goals are to enhance officer safety, dispatch more efficiently and reduce response times.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Safety**

**Fire, Rescue And Emergency**

**Business Unit Mission Statement**

The Mission of Portsmouth Fire, Rescue and Emergency Services is to protect the lives and property of the citizens and visitors of the City of Portsmouth against fire, sudden medical emergencies, hazardous materials incidents, and natural or man-made disasters.

**Description of Services Provided**

The Portsmouth Fire Department provides a wide range of comprehensive emergency services including fire prevention and suppression, emergency medical services, hazardous materials response and mitigation, heavy and technical rescue, maritime incident response, emergency management and disaster planning, arson and environmental crime investigation and public education. The department is divided into 5 divisions to include Administration, Support Services, Operations, Emergency Medical Services, and Emergency Management. Together these divisions work diligently to provide safe, effective, caring services to the citizens of Portsmouth and its visitors. The information below will provide an inside look to the task associated with each division and their core commitment to excellence.

**Administration:** The Portsmouth Fire, Rescue and Emergency Service (PFRES) Department: Administrative Division is dedicated to supporting the organizational needs as well as the personnel who are diligently working to protect our community. The Administrative Division accomplishes this through Strategic Planning Budgeting and Procurement, Planning, Informational Technology, Hiring, Policy and Procedures, Human Resource Management, and Asset Management (Buildings and Apparatus). The Administrative division is staffed with diverse, skilled individuals who are devoted to leading this organization to becoming "World Class!"

**Support Services:** Often referred to as the "Go to Division", Support Services are staffed with dedicated individuals who strive everyday towards perfection. Lead by the Fire Marshal's Office, this multi-functioning division which encompasses Training as well as Health and Wellness, essentially provide an array of critical services to both internal and external customers alike. The Fire Marshal's Office, through a combination of public education, aggressive code enforcement, fire prevention, work around the clock to reduce fire incident rates. Whether it's taking on community school initiatives such as the Public Education, Information and Relations (PIER) program, investigating arsons, identifying vacant and unsafe city structures, or conducting routine inspections; the Portsmouth Fire Department Fire Marshal's Office are superior at best!

**Operations:** The operations division includes all aspects of emergency fire protective services, marine rescue, technical rescue, and regional hazmat support. These men and women are highly trained and possess a deep passion for the fire service industry. This division delivers comprehensive safety services of the highest quality while staying abreast with new technology and industry trends.

-The Marine Division of the Portsmouth Fire Department has two state of the art maritime vessels. Fire Boat One and Fire Boat Two enhance Portsmouth's Fire Department response capabilities and provide fire suppression services, emergency rescue, hazardous materials response, response to terrorist and Weapons of Mass Destruction events with a focus on protecting the assets of the Virginia Port Authority and the military and businesses along the Hampton Roads Harbor.

-The Technical Rescue Team provides specialized rescue services to mitigate emergencies such as vehicle extrications, high angle rope rescue, confined space rescue, and weapons of mass destruction events.

-Portsmouth's Hazardous Materials Response Team is the lead component of the Virginia's Southside Hampton Roads Regional Hazardous Materials Response Team. The Hazmat Team responds within the city and throughout the region to hazardous materials incidents, providing containment and mitigation services.

**Emergency Medical Services:** Emergency Medical Services (EMS) Division provides and oversees the emergency medical response capability of the department. With over 14,000 medical calls per year, EMS operations make up over 73% of our service volume.

**Emergency Management:** The Office of Emergency Management is responsible for the development, implementation, and execution of the Hazards Emergency Operations Plan for the City of Portsmouth. The Office of Emergency Management also collaborates with other regional jurisdictions in support of the Hampton Roads Metropolitan Statistical Area (MSA).

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Safety**

**Fire, Rescue And Emergency**

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Salaries	13,357,460	14,885,844	-	14,574,411	14,574,411
Allowances	139,743	193,802	-	193,802	193,802
Benefits	10,737,777	11,865,570	-	10,645,503	10,645,503
Other Operating Expenses	566,256	491,308	-	522,808	522,808
Internal Service Charges	1,996,633	1,968,088	-	1,850,475	1,830,535
	<b>Net Budget</b>	<b>26,797,869</b>	<b>29,404,612</b>	<b>-</b>	<b>27,786,999</b>
	<b>Total Budget</b>	<b>26,797,869</b>	<b>29,404,612</b>	<b>-</b>	<b>27,786,999</b>
	<b>Total Permanent Positions</b>	<b>242</b>	<b>241</b>	<b>241</b>	<b>241</b>
<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	26,797,869	29,404,612	-	27,786,999	27,767,059
	<b>Total Funding</b>	<b>26,797,869</b>	<b>29,404,612</b>	<b>-</b>	<b>27,786,999</b>
					<b>27,767,059</b>

**Strategic Goals**

• Administration

Create and adopt an organizational Strategic Plan by July 2012, that will include the input of organizational members and the citizens in which we serve. This document will serve as a road map to moving this organization to World Class!

Embark on the self assessment process with the ultimate goal of achieving organizational Accreditation by the Commission of Fire Accreditation International (CFAI)

Obtain a management software by July 2012, that will improve departmental technological capabilities and enhance proficiency while efficiently managing resources.

• Support Services

Acquire a state of the art training facility by August 2013, that will afford the flexibility and consistent readiness training needed to ensure members are routinely up to date with industry standards and are capable of providing optimal response services to our citizens.

Enhance and develop continuous aggressive and proactive programs to enlighten and educate citizens on fire prevention measures/techniques.

• Operations

Reach and maintain staffing levels and response times according to the National Fire Protection Association (NFPA) 1710, which establishes the minimum resource requirements for safe and effective emergency response and on-scene operations in substantially career fire departments.

• Emergency Medical Services

Develop organizational initiatives that enhance the delivery of Emergency Medical Services to include a foundation built on preventative measures and proactive tactics.

Model the Emergency Medical Division to align with National Fire Protection Association (NFPA) Code 450, while increasing the availability of enhance medical providers within the organization through departmental supported training.

• Emergency Management

- Assure city-wide compliance with National Incident Management System (NIMS) through planning, training, and exercise initiatives.

- Conduct two table top exercises per year to ensure departmental readiness during emergency management cases.

## **Public Safety**

### **Fire, Rescue And Emergency**

#### **Outcomes and Accomplishments**

During Fiscal Years 2010 -2011, the Portsmouth Fire, Rescue, and Emergency Services made strides towards its quest of modeling this organization as World Class. With a strong commitment to excellence and a foundation grounded on exemplary Customer Service, the department is proud of its growth. Listed are some of the highlights and accomplishments broken down by respective division:

##### **•Administration**

Acquired the procurement for: 5 new Apparatus (Fire Trucks) to include 4 Engines and 1 Quint; 3 new Medical Ambulances; and the replacement of 2 Battalion Chief Command Vehicles. These new additions will increase the response capabilities of the department thus making the City and its citizens safer.

Remodeled Fire Stations 7, 9, and 10, making them more gender friendly while enhancing the quality of life of the men and women who proudly wear the title as FireFighters!

Increased community involvement to include painting houses and adopting an annual holiday family through Social Services which received a host of toys and clothing for the children within the family.

Fire Chief writes monthly print media articles within the Virginia Pilot which provides citizens with safety tips and informative fire prevention literature.

Developed and implemented bi-annual Building and Apparatus Inspections to maintain consistency and rectify noted deficiencies throughout departmental equipment and/or customer service sites (Fire Stations).

##### **•Support Services**

Two members of the department became nationally certified as Incident Safety Officers and Health and Safety Officers according to National Fire Protection Association (NFPA) 1521. These individuals also received the train-the-trainer certification, which gives them the ability to train other organization members.

A company skills evaluation program was established in accordance with the National Fire Protection Association (NFPA) standards, which afforded the capability to measure personnel's effectiveness and proficiency in an array of different firefighting techniques. Adjustments have been made to in-service training programs when deficiencies were noted.

Members of our Fire Marshal's Office and the Training Division were trained through FEMA to evaluate damages during natural disasters, thus allowing faster assistance from federal and state agencies in critical times.

An annual workshop entitled: Women in the Fire Service, has been established to promote and encourage women within the fire service. The goal is to create an environment where women can come together, share stories, and build lasting relationships while acquiring essential tools from a panel of distinguished, leading professionals women within in the public safety industry.

A comprehensive Incident Safety Officers program has been established to help insure that our personnel are operating as safely as possible on emergency scenes. A nationally certified Incident Safety Officer responds to all working structure fires as well as any other complex emergency incidents. To help facilitate this, all of our Battalion Chiefs assigned to Operations, as well as their Aides, have been nationally certified as Incident Safety Officers.

A program has been created where formal Post Incident Analysis (PIA) are conducted following all significant incidents. During the PIA, an analysis is conducted of our business practices to ensure effectiveness, reinforce positive performances, and look for ways to continuously improve our service delivery to our citizens.

An Officer Preparatory Course has been developed, and is provided to all newly promoted officers. This course includes training in areas such as customer service and leadership. It also focuses on policies and procedures that are essential to any new officer. This course is designed to provide the necessary tools needed to allow these individuals to operate effectively in their new position.

The department has completed 25,684 recertification and continuing educational hours. Thus enhancing the skill level of organizational members.

Over 270 smoke detectors have been installed in citizens homes through the departments Smoke Detector Installation Program. This program has gained regional recognition and as a result received varies donations of smoke detectors from local businesses and organizations.

##### **•Operations**

The operations division has responded to over 17,000 incidents to include a breakdown of 221 structure fires, 2,743 of the calls were in response to emergencies, 171 calls were request for mutual aide, 130 hazardous material responses, 866 false alarms and 356 attributed to miscellaneous fires to include car fires, brush fires, and trash fires.

Two organizational members were certified as members of the Virginia Task Force-2 Team (Haz-Mat).

The department initiated a new public outreach which conducts Home Safety Surveys to help citizens resolve safety problems before they become emergencies. Citizens can contact the Fire Marshal's office or visit the departments' website and sign up for an inspection. 164 home safety surveys have been created this year.

The department experienced a reduction in fire deaths due to structural fires by 50%.

The department experienced 100% reduction of deaths due to carbon monoxide.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Safety**

**Fire, Rescue And Emergency**

•Emergency Medical Services

The department partnered with Tidewater Community College (TCC) to initiated the departments first Emergency Medical Services (EMS) Educational Assistance Pilot Program which offers tuition assistance to interested organizational members seeking to advance in their Emergency Medical Services certification. This initiative will increase the level of Emergency Medical Technicians (EMT'S) currently in the system which allows for an increase dispatch of Advanced Life Support (ALS) providers on each emergency call.

Implemented the first Emergency Medical Bike Team, which is frequently dispatched to large scale events to quickly respond in the occurrence of a medical emergency

•Emergency Management

National Oceanic and Atmospheric Administration (NOAA) radios were made available to all city departments.

Developed and adopted a new Emergency Operating Plan (EOP) which establishes (3) additional annexes.

Developed and implemented a new mass communication system for emergency outreach.

Started the installation on a new generator for Lakeview Elementary, which currently serves as a special needs shelter during emergency situations

Developed and implemented National Incident Management System (NIMS) Training and Tracking Program for the City of Portsmouth.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services**

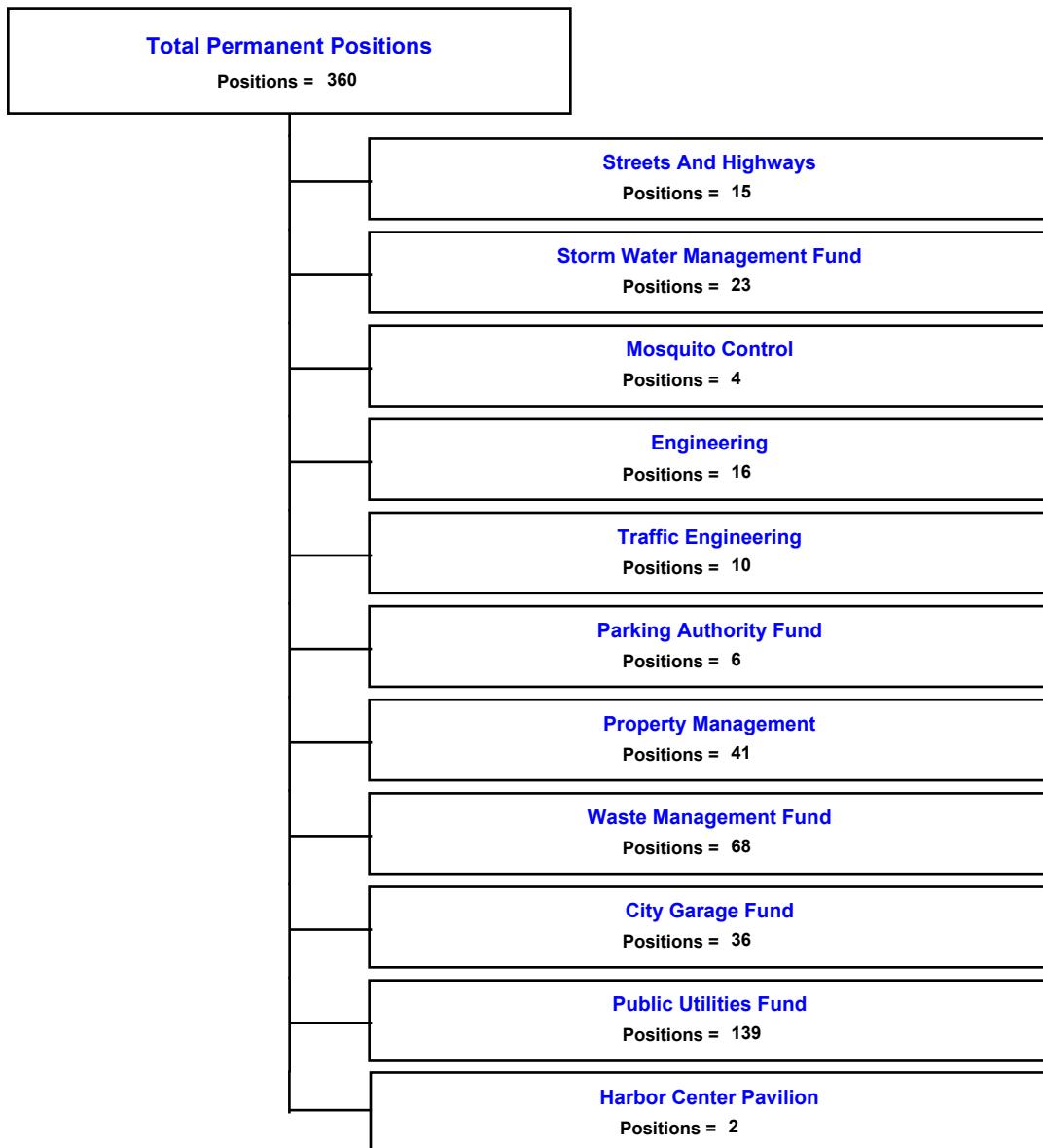
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**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services  
Business Center Organizational Chart**



**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services**

**Description of Services Provided**

Public Works consists of the divisions of Mosquito Control, Stormwater Management, Streets and Highways, Engineering, Traffic Engineering, Properties Management, Cemetery Perpetual Care and Public Utilities. Services provided include Integrated Mosquito Control Program, maintenance of city streets and alleys, management of construction and other infrastructure projects, cleaning and maintenance of city stormwater drainage system and management of facilities and properties in the City. The Stormwater Management Division also provides inspection programs for construction and other activities, and administers the city's Comprehensive Stormwater Management Plan to protect the environment and ensure compliance with state and federal environmental requirements.

Also included within Public Works is the Parking Authority, services provided include maintenance of various parking garages and meters; Waste Management, collection and disposal of waste and bulk materials as well as city sweeping; City Garage, coordination of the purchase and maintenance of vehicles and construction equipment; provision of maintenance and upkeep for the Harbor Center Pavilion; and the Cemetery Fund, provision of care for cemetery lots.

Public Utilities is responsible for Water Treatment & Distribution; Wastewater Collection and Conveyance and the Financial and Engineering Administration of these functions within Portsmouth and areas of Suffolk and Chesapeake. Public Utilities functions as an Enterprise Fund, solely supported through user charges, and absorbs all costs associated with its operations, including debt service, payments in lieu of taxes and return on investment to the City.

<b>Business Units</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
City Garage Fund	8,049,873	8,007,136	-	8,335,903	8,454,499
Storm Water Management Fund	5,143,450	5,794,641	-	6,685,600	9,732,600
Property Management	3,231,384	3,355,673	-	3,548,673	3,570,015
Rental Of Land	734,736	694,364	-	921,604	940,998
Cemetery Perpetual Care Fund	-	100,000	-	100,000	100,000
Mosquito Control	313,961	418,080	-	438,990	439,694
Harbor Center Pavilion	340,697	317,918	-	351,053	351,453
Traffic Engineering	2,177,633	2,737,792	-	2,665,974	2,673,655
Waste Management Fund	14,138,088	16,125,120	-	13,213,285	13,405,209
Streets And Highways	3,431,681	3,702,988	-	3,702,884	3,720,620
Utilities	2,030,961	1,761,000	-	1,977,000	1,977,000
Public Utilities Fund	32,799,160	41,251,810	-	41,369,459	42,987,653
Engineering	1,330,866	1,530,479	-	1,389,230	1,391,126
Parking Authority Fund	1,584,330	1,763,043	-	1,598,262	1,672,122
<b>Total Budget</b>	<b>75,306,820</b>	<b>87,560,044</b>	<b>-</b>	<b>86,297,917</b>	<b>91,416,644</b>
<b>Total Permanent Positions</b>	<b>359</b>	<b>359</b>	<b>359</b>	<b>360</b>	<b>360</b>

<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	13,591,919	14,518,294	-	14,995,408	15,064,561
420 Stormwater Management Fund	5,143,450	5,794,641	-	6,685,600	9,732,600
500 Cemetery Fund	-	100,000	-	100,000	100,000
700 Public Utility Fund	32,799,160	41,251,810	-	41,369,459	42,987,653
740 Waste Management Fund	14,138,088	16,125,120	-	13,213,285	13,405,209
750 Portsmouth Parking Authority	1,584,330	1,763,043	-	1,598,262	1,672,122
800 City Garage Fund	8,049,873	8,007,136	-	8,335,903	8,454,499
<b>Total Funding</b>	<b>75,306,820</b>	<b>87,560,044</b>	<b>-</b>	<b>86,297,917</b>	<b>91,416,644</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services  
Streets And Highways**

**Business Unit Mission Statement**

To enhance the quality of life and protect the public interest by effectively maintaining the City's streets and alleys to ensure safe passage for vehicular and pedestrian traffic in the City of Portsmouth.

**Description of Services Provided**

The Streets and Highways Division performs and coordinates maintenance activities within the City's rights of way. Services provided are:

- Maintenance of pavement
- Shoulder and alley maintenance
- Maintenance of concrete infrastructure
- Emergency Operations
- Administration services

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	417,579	542,418	-	438,859	438,859
Allowances	498	2,158	-	2,158	2,158
Benefits	193,079	238,273	-	272,122	272,122
Other Operating Expenses	2,282,057	2,376,305	-	2,376,305	2,376,305
Internal Service Charges	538,468	543,834	-	613,440	631,176
<b>Net Budget</b>	<b>3,431,681</b>	<b>3,702,988</b>	-	<b>3,702,884</b>	<b>3,720,620</b>
<b>Total Budget</b>	<b>3,431,681</b>	<b>3,702,988</b>	-	<b>3,702,884</b>	<b>3,720,620</b>
<b>Total Permanent Positions</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>
Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	3,431,681	3,702,988	-	3,702,884	3,720,620
<b>Total Funding</b>	<b>3,431,681</b>	<b>3,702,988</b>	-	<b>3,702,884</b>	<b>3,720,620</b>

**Strategic Goals**

- Develop a highly trained and safety-conscious workforce
- Maintain working knowledge of current industry, work zone and safety standards and protocols
- Keep appraised of new trends and methodologies and maintain certifications
- Actively participate in efforts for citywide safety program and develop division specific safety program to address daily operations
- Systematic approach to maintenance activities to ensure quality customer service
- Utilize routine maintenance activities to identify and develop plans for long-term solutions to infrastructure problems
- Promote increased coordination of projects and maintenance activities in the right of way to gain efficiencies and minimize interruptions.

## **Public Works/General Services**

### **Streets And Highways**

#### **Outcomes and Accomplishments**

- Continued involvement with Hampton Roads Public Works Academy, which promotes workforce development initiatives for Public Works departments throughout the region.
- Provided training opportunities for 90% of workforce including various types of safety training, technical issues and heavy equipment operations.
- Provided over 127 hours of after-hours emergency on-call response.
- Continued to examine maintenance operations for efficiencies. Maintained excellent production levels in street repair operations to meet service level demands by customers:
  - Placed 805 tons of asphalt pavement, including 911 potholes repaired
  - Repaired 91,080 linear feet of shoulders
  - Repaired 24,450 linear feet of alleyways
- Street overlay program - paved 44.9 lane miles
- Concrete repair program provided over 2000 square yards of concrete sidewalk and 3500 linear feet of curb and gutter repairs (also 20+ ADA ramps installed and 300+ miscellaneous concrete repairs)
- Promoted and supported the City's efforts for various safety programs

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services**

**Storm Water Management Fund**

**Business Unit Mission Statement**

The mission of Public Works is to enhance the quality of life and protect the public interest by following sound environmental policies, ensuring applicable code compliance and effectively maintaining the City's infrastructure. The Stormwater Division is responsible for implementing the regulations of the Environmental Protection Agency (EPA) under the 1998 Amendments to the Clean Water Act which requires localities to develop and implement Stormwater Management and Erosion and Sediment Control Programs.

**Description of Services Provided**

The Stormwater Division performs the following services for the City:

- Maintenance of Stormwater Infrastructure
- Cave-in Repair Program
- Storm Drain Rehabilitation
- Ditch/Outfall Maintenance Program
- Small Projects
- Regulatory activities
- Emergency Operations
- Lake and Pond Management Program
- Erosion and Sediment Control Program
- Stormwater Management Program
- Enforcement of Stormwater Ordinance
- Maintenance of Stormwater Utility Fee database

Additional activities by the division include support for regulatory activities such as monitoring stormwater through dry weather sampling of selected sites required by Virginia Pollution Discharge Elimination System(VPDES) permit; stormwater education program, watershed master planning, facilities management and retrofit opportunities; providing stormwater utility mapping and site plan review to support core services; administering the illicit discharge program; site inspection of commercial stormwater management facilities; and tracking and reporting activities required by the VPDES permit.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	701,510	724,887	-	751,555	751,555
Allowances	5,982	4,316	-	10,796	10,796
Benefits	325,346	357,063	-	370,246	370,246
Other Operating Expenses	659,290	645,801	-	459,255	459,255
Internal Service Charges	254,732	235,802	-	278,085	280,978
<b>Net Budget</b>	<b>1,946,860</b>	<b>1,967,869</b>	-	<b>1,869,937</b>	<b>1,872,830</b>
Capital Outlay	73,850	-	-	-	-
Transfers	3,122,740	3,826,772	-	4,815,663	7,859,770
<b>Total Budget</b>	<b>5,143,450</b>	<b>5,794,641</b>	-	<b>6,685,600</b>	<b>9,732,600</b>
<b>Total Permanent Positions</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
420 Stormwater Management Fund	5,143,450	5,794,641	-	6,685,600	9,732,600
<b>Total Funding</b>	<b>5,143,450</b>	<b>5,794,641</b>	-	<b>6,685,600</b>	<b>9,732,600</b>

## **Public Works/General Services**

### **Storm Water Management Fund**

#### **Strategic Goals**

- Safely and efficiently control runoff
- Systematic approach to maintenance activities to ensure quality customer service
- Perform routine maintenance activities to identify and develop plans for long-term solutions to infrastructure problems
- Develop a highly trained and safety-conscious workforce
- Maintain working knowledge of current industry, new trends and methodologies
- Maintain certifications
- Actively participate in efforts for citywide safety program. Develop division specific program to address operations
- Implement and support activities and programs to ensure compliance with Stormwater Permit and other regulatory requirements
- Minimize the discharge of pollutants to receiving waters
- Guide development
- Protect and enhance water quality in streams, ditches and stormwater lakes/ponds throughout the City.
- To provide equitable and adequate financial stability to operate the program.
- Educate and involve the public.

#### **Outcomes and Accomplishments**

- Implemented Ditch/Outfall Program to minimize non-tidal neighborhood rainfall flooding and increase the function of the drainage system
- Completed environmental assessment of over 50 locations and restoration of 5000 linear feet of ditches
- Replaced failing culvert at Twin Pines Road and Hoffler Creek and eliminated flooding at the foot of the Churchland Bridge
- Removed over 1000 cubic yards of sediment and debris from storm drainpipes and 1100 crew cab loads of debris and trash from ditches
- Received "Sustained Distinguished Performance Award" from the Elizabeth River Projects (ERP) River Star Program
- Received a fully consistent rating with the state's Erosion and Sediment Control Program.
- 2,982 Erosion and Sediment Control Inspections were conducted
- 103 Erosion and Sediment Control Enforcement Actions were issued
- 147 Discharges were corrected(HAZMAT spills, sewer discharges & other illicit discharges).
- 267 Miles of drainage facilities (pipes and ditches) were cleaned.
- 27,751 Drainage inlets were cleaned.
- 6,084 Miles of street were swept
- 7,552 Cubic yards of materials was collected from street sweeping.
- 34 Inspection of Stormwater Management Facilities (BMP's)
- 12 Stormwater Management Facilities were maintained
- 159 Erosion and Sediment Control Land Disturbance Permits were issued
- 384 Drainage and Flooding complaints were responded to (and /or requests for service relative to flooding and drainage)
- 94 Dry Weather Screening of Storm Drain System (to evaluate for pollution relative to illicit discharges) were conducted
- 234 Construction permits were issued
- 55 Site plans were approved.

Partnered with Hampton Roads Planning District Commission through its HR Storm regional education committee to conduct the

following activities.

- Contracted with COx Media WVEC, WGNT and Metro Networks for advertising
- Provided stormwater education messages, publication and recently aired ads on the HRStorm website
- Provided give-away items, mini-grant funds to schools e-mail marketing campaign and used social media to extend the reach of
- HRStorm messages.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services**

**Storm Water Management Fund**

**Major Budget Variances**

The Stormwater Management FY12 budget reflects an increase in the monthly utility fee of \$1.25 from \$7.00 to \$8.25 per month per equivalent residential unit. The additional revenue of \$890,959 will be used primarily to meet the increased regulatory requirements of our Stormwater VPDES permit. Similarly, the FY13 planned budget reflects an increase in the anticipated FY12 monthly utility fee of \$3.75 from \$8.25 to \$12.00 per month per equivalent residential unit. The additional revenue of \$3,047,000 is based on anticipated FY12 funding levels.

Additional, programs and activities include (but are not limited to) the following:

- Stringent water quality monitoring, assessment and reporting requirements
- Municipal and private Stormwater management facility inspections
- Development of Low-impact Development (LID) policies and procedures
- Training for good housekeeping and pollution prevention procedures
- Total Maximum Daily Load (TMDL) studies and implementation plans
- Retrofits for stormwater facilities
- More stringent illicit discharge program
- Dry-weather screening activities
- Nutrient Management Plan
- Inspection of municipal facilities

Funds will also be used for continued progressive maintenance of the City's drainage infrastructure.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services  
Mosquito Control**

**Business Unit Mission Statement**

To use Integrated Pest Management techniques to monitor and control mosquito populations in the City of Portsmouth.

**Description of Services Provided**

The division's core service are trapping and identifying mosquitoes, conducting larval inspections and treatments, and truck fogging city streets. Major services include monitoring mosquito populations and treating their breeding habitat. Treatments directly impact the quality of life of citizens. The division is also tasked with responding to public health emergencies related to mosquito transmitted diseases.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	126,087	163,509	-	155,191	155,191
Benefits	42,115	47,879	-	71,782	71,782
Other Operating Expenses	93,412	152,618	-	152,618	152,618
Internal Service Charges	52,347	54,074	-	59,399	60,103
<b>Net Budget</b>	<b>313,961</b>	<b>418,080</b>	-	<b>438,990</b>	<b>439,694</b>
<b>Total Budget</b>	<b>313,961</b>	<b>418,080</b>	-	<b>438,990</b>	<b>439,694</b>
<b>Total Permanent Positions</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	313,961	418,080	-	438,990	439,694
<b>Total Funding</b>	<b>313,961</b>	<b>418,080</b>	-	<b>438,990</b>	<b>439,694</b>

**Strategic Goals**

- Work to develop sustainable mosquito control practices
- Reducing and or recycling pesticide containers
- Downsize fleet vehicles in an effort to reduce yearly operating costs associated with replacement, maintenance, and fuel consumption.
- Maintain a proactive surveillance driven control program.
- Find innovative solutions to eliminate or control mosquito breeding habitats.
- Reduce the need for adult aerial and truck pesticide applications.

Long Term:

- Develop prescriptive larval control actions based on rain fall, time of the year, and type of mosquito breeding habitat.

Short Term:

- Continue working with our federal partners (Army Corps of Engineers, Navy) in reducing mosquitoes around Craney Island.
- Begin to transition from oil based pesticide formulations to water based pesticide formulations. The long term goal is to utilize all water based formulations in 5 - 7 years.

**Outcomes and Accomplishments**

- All normal truck fogging operations have transitioned from Oil based pesticide formulations to water based pesticide formulations
- Partnered with the Army Corps of Engineers to perform a successful aerial adulticide operations (5,100 acres) and three aerial larvicide applications totalling 150 acres.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services  
Engineering**

**Business Unit Mission Statement**

The primary mission of the Department of Engineering and Technical Services is to enhance public safety and maintain/improve the City of Portsmouth's infrastructure by providing economical, responsive and effective engineering, surveying and project management support to city departments, developers, civic organizations and citizens. The Department employs qualified and competent professionals, cultivates an innovative work environment and strives to continuously improve.

**Description of Services Provided**

The Department of Engineering manages City roadways and building construction projects, reviews private development and subdivision site plans, investigates citizen concerns and provides various other technical services to both internal and external customers.

The City Surveyor handles Title and Deed research for property acquisition, preparation of plats and easements for City projects, and coordinates support for the City's mapping, aerial photography, survey control, and GIS system. In addition, the surveyor crew assists with construction projects.

Other responsibilities of the department involve the inspection of City projects, Rights-of-Way, and private development construction. The inspectors' work scope has expanded to include stormwater and erosion and sedimentation control inspections.

In addition to typical fiscal and administrative duties, administrative support personnel are responsible for issuing right-of-way and land disturbance permits, coordinating the site plan review process, facilitating contract administration for City projects, processing bond, grant, and VDOT paperwork; and issuing overweight/oversize truck permits.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	823,849	935,714	-	847,157	847,157
Benefits	333,251	399,593	-	346,166	346,166
Other Operating Expenses	23,985	47,360	-	47,360	47,360
Internal Service Charges	141,708	147,812	-	148,547	150,443
	<b>Net Budget</b>	<b>1,322,793</b>	<b>1,530,479</b>	<b>-</b>	<b>1,389,230</b>
Capital Outlay	8,073	-	-	-	-
	<b>Total Budget</b>	<b>1,330,866</b>	<b>1,530,479</b>	<b>-</b>	<b>1,389,230</b>
	<b>Total Permanent Positions</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	1,330,866	1,530,479	-	1,389,230	1,391,126
	<b>Total Funding</b>	<b>1,330,866</b>	<b>1,530,479</b>	<b>-</b>	<b>1,389,230</b>

**Strategic Goals**

- Complete the renovation/expansion of the Children's Museum and the installation of the exhibits.
- Replace the portion of the Churchland Bridge carrying the westbound lanes of High Street with a structure meeting current federal and VDOT standards and provides adequate bicycle and pedestrian accommodations.
- Complete the installation of the citywide horizontal and vertical geodetic control monumentation system.
- Complete the city property boundary survey and installation of geodetic control monumentation at the Public Utilities Department reservoirs in Suffolk.
- In conjunction with the Public Works Department, revise the city's Stormwater Management Plan to meet the requirements of pending revisions to state stormwater regulations, imposition of Chesapeake Bay Total Maximum Daily Pollution Loads (TMDL), and requirements of the reissuance of the city's Municipal Separate Storm Sewer System (MS4) Permit.
- Establish a Stormwater Construction Permit Program to meet the program oversight responsibilities being delegated to the city by the Virginia Department of Conservation and Recreation.
- Oversee construction of the new Judicial Center.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services  
Engineering**

**Outcomes and Accomplishments**

The Engineering Department's accomplishments during Calendar Year 2010 include:

- Completed emergency repairs to a failing 140 foot section of seawall between the North and High Street Landings including replacement of sheet piling, batter piles, pile cap and decking.
- Coordinated the installation or 2 miles of gas main through the streets of Churchland.
- Completed a major neighborhood drainage improvement project in Ebony Heights.
- Provided support and oversight to community development by conducting and coordinating 39 comprehensive Site Plan reviews.
- Issued 1,011 Right-of Way Permits and 151 Land Disturbing Permits.
- Repaved 19 lane miles of City streets and roadways.
- Performed Land Surveying services to support construction and economic development.
- Provided on site Quality Control for all Right of Way and neighborhood Improvements.
- Survey crews coordinated efforts with city construction inspectors to provide support needed to ensure that all infrastructure improvements met City of Portsmouth standards for horizontal and vertical accuracy.
- Assisted the City Attorney in resolving numerous property ownership issues for the Lake Cohoon watershed by performing a title search and managing a surveying contract to establish boundaries of multiple city owned parcel of land totalling over 350 acres.

**Major Budget Variances**

The Department of Engineering complied with its Level 1 budgetary target by funding of all line items at FY 2011 levels. The Department of Engineering has no Level 2 or Level 3 Budget Issues,

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services  
Traffic Engineering**

**Business Unit Mission Statement**

The primary mission of the Traffic Engineering Department is to provide effective and efficient traffic control systems and devices that maximize safety, quality, reliability, comfort and understandability, and minimize travel time, inconvenience, and expense for the traveling public and the taxpayers. We deliver quality customer service with a highly qualified and responsive team of professionals.

**Description of Services Provided**

The Division of Traffic Engineering maintains and enhances the traffic control infrastructure throughout the City. In addition the following services are provided:

- Operation and maintenance of 120 signalized intersections.
- Timing and optimization of signals through a central computer system and upgrade intersections. These upgrades have resulted in lower energy consumption, improved signal head visibility and better intersection operation.
- Maintain an inventory of approximately 28,000 signs and over 870 miles of lane markings.
- Utilize labor from the Prison Work Release program.
- Fabricate, install, and maintain all signs in the City right-of-way, maintain pavement markings, manage temporary traffic controls for work in the right-of-way and collect traffic counts as needed.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Salaries	355,197	307,951	-	296,434	296,434
Allowances	7,535	9,711	-	9,711	9,711
Benefits	183,759	214,608	-	240,472	240,472
Other Operating Expenses	1,467,894	2,040,738	-	1,920,738	1,920,738
Internal Service Charges	163,248	164,784	-	198,619	206,300
<b>Net Budget</b>	<b>2,177,633</b>	<b>2,737,792</b>	-	<b>2,665,974</b>	<b>2,673,655</b>
<b>Total Budget</b>	<b>2,177,633</b>	<b>2,737,792</b>	-	<b>2,665,974</b>	<b>2,673,655</b>
<b>Total Permanent Positions</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>

<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	2,177,633	2,737,792	-	2,665,974	2,673,655
<b>Total Funding</b>	<b>2,177,633</b>	<b>2,737,792</b>	-	<b>2,665,974</b>	<b>2,673,655</b>

**Strategic Goals**

- Implement a traffic sign and pavement marking retroreflectivity management system and bring the city into compliance with federally mandated requirements through planned sign replacements and pavement remarking.
- Modernize and standardize the city's traffic signal system for its 120 signalized intersections through a series of federal/state funded projects supported by the Hampton Roads Planning District Commission.
- Pursue federal/state funding for road safety improvement projects through the submission of Highway Safety Improvement Program (HSIP) grant applications.
- Pursue federal/state funding to resynchronize the cities traffic signal system along various major corridors to minimize travel times on a three year cycle.

## **Public Works/General Services**

### **Traffic Engineering**

#### **Outcomes and Accomplishments**

- Completed five emergency, total traffic signal controller electronics and cabinet replacements following vehicle collisions.
- Upgraded the traffic signal systems at eight intersections with LED's and battery back-ups, and with video detection equipment at five intersections.
- Reprogrammed the traffic signal coordination plans along four major traffic corridors to reduce travel times and reduce energy usage.
- Completed the design and started construction of an American Recovery and Reinvestment Act funded traffic signal system upgrade project.
- Completed the design and received bids for federally funded safety improvements at eight high-crash intersections.
- Provided and installed temporary traffic control measures for numerous special events and construction work zones.
- Processed and issued 2,008 hauling permits to accommodate the safe operation of over-size and over-weight vehicles on the city's roadways and streets.
- Repainted over 65 miles of pavement markings (lane marks, stop bars, crosswalks, parking space markers, etc.).

#### **Major Budget Variances**

The Department of Traffic Engineering complied with its Level 1 budgetary target by funding of all line items at FY 2011 levels. The Department of Traffic Engineering has no Level 2 Budget Issues and one Level 3 Budget Issue: funding of a Sign/Pavement Marking Asset Management System.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services  
Parking Authority Fund**

**Business Unit Mission Statement**

The Parking Authority will provide safe, efficient and attractive parking at reasonable rates for long-term, short-term, and special event parking in the Downtown Portsmouth Business District.

**Description of Services Provided**

The Portsmouth Parking Authority is responsible for the operation and maintenance of six parking garages, eight surface lots, and approximately 490 parking meters. The following services are provided:

- Daily garage ticket sales
- Supplementary parking enforcement in the Downtown Portsmouth area.
- Special event parking, including concert events held at the Harbor Center Pavilion.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	301,735	358,334	-	344,260	344,260
Allowances	2,160	2,158	-	4,318	4,318
Benefits	116,589	82,536	-	95,602	95,602
Other Operating Expenses	322,283	386,098	-	354,442	397,112
Internal Service Charges	60,789	51,370	-	53,495	54,322
Net Budget	<b>803,556</b>	<b>880,496</b>	-	<b>852,117</b>	<b>895,614</b>
Debt Service	281,672	882,547	-	746,145	776,508
Capital Outlay	499,102	-	-	-	-
Total Budget	<b>1,584,330</b>	<b>1,763,043</b>	-	<b>1,598,262</b>	<b>1,672,122</b>
Total Permanent Positions	6	6	6	6	6
Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
750 Portsmouth Parking Authority	1,584,330	1,763,043	-	1,598,262	1,672,122
Total Funding	<b>1,584,330</b>	<b>1,763,043</b>	-	<b>1,598,262</b>	<b>1,672,122</b>

**Strategic Goals**

- Replacement of the County Street parking garage
- Upgrading of a surface parking lot located at the intersection of Queen and Washington Streets
- Upgrading of parking meters until all outdated, unreliable meters are replaced (no later than FY 2011)
- Evaluate the feasibility of automating the fee collection process for all short-term garage parking
- Upgrading lighting in the County Street Garage during FY 2010 by installing brighter, more energy-efficient fixtures.
- Continue to monitor parking fee rates and optimize operations to generate revenue to cover system expenses.

**Outcomes and Accomplishments**

- Significantly reduced customer complaints by replacing meters on the Civic Center lot to include all meters on Crawford Street and the downtown business district.
- Enhanced security and decreased utility expenses by upgrading lighting in the stairwells of two parking garages.

**Major Budget Variances**

Funding has been approved to purchase one truck which has been utilized for thirteen years and a mechanical sweeper utilized for sixteen years. A Downtown Parking Study was completed in 2007 and several new initiatives were recommended. The establishment of a small unit to provide parking enforcement has been implemented. The first step toward automation of the fees for short term garage parking will be implemented with the installation of automated pay stations in one garage.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services  
Property Management**

**Business Unit Mission Statement**

To provide the best municipal facilities for citizens to utilize at a cost that is competitive with the "best practice" private sector properties management firms.

**Description of Services Provided**

To provide building maintenance services and replacement to include, electrical, HVAC, plumbing, carpentry, painting and janitorial services. The division also operates a storeroom that provides janitorial supplies and other items used by City departments. The division primarily serves internal customers; however, external customers also benefit from these services. Logistical support is also provided for special events.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	1,362,714	1,435,140	-	1,341,290	1,341,290
Allowances	11,623	12,948	-	12,948	12,948
Benefits	494,507	552,430	-	591,545	591,545
Other Operating Expenses	1,035,972	1,023,100	-	1,267,220	1,279,232
Internal Service Charges	326,568	332,055	-	335,670	345,000
	<b>Net Budget</b>	<b>3,231,384</b>	<b>3,355,673</b>	<b>3,548,673</b>	<b>3,570,015</b>
	<b>Total Budget</b>	<b>3,231,384</b>	<b>3,355,673</b>	<b>3,548,673</b>	<b>3,570,015</b>
	<b>Total Permanent Positions</b>	<b>41</b>	<b>41</b>	<b>41</b>	<b>41</b>
Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	3,231,384	3,355,673	-	3,548,673	3,570,015
	<b>Total Funding</b>	<b>3,231,384</b>	<b>3,355,673</b>	<b>3,548,673</b>	<b>3,570,015</b>

**Strategic Goals**

- Continue work on Life Cycle Costing
- Develop an improved training plan that addresses new opportunities to improve efficiencies
- Bring new work management system on line and use data to improve efficiency
- Implement "Green" initiatives whenever fiscally prudent

**Outcomes and Accomplishments**

- Continuously improving efficiencies in custodial service
- Implemented a new work management/asset management software system
- Reorganized the administrative arm of the department to streamline payroll and accounts payable functions

**Major Budget Variances**

The adopted budget reflects a 3% increase in order to provide new personnel and contract services for the new Children's Museum facility.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services**

**Utilities**

**Business Unit Mission Statement**

To provide our customers with facilities that are energy efficient and environmentally friendly through a proactive effort by utilizing energy saving materials and technology whenever possible.

**Description of Services Provided**

The Utilities Division provides funding to cover the cost of electricity, natural gas, fuel oil, water service, sewage treatment and stormwater management for the City's municipal buildings and exterior facilities.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Other Operating Expenses	2,030,961	1,761,000	-	1,977,000	1,977,000
Net Budget	<b>2,030,961</b>	<b>1,761,000</b>	-	<b>1,977,000</b>	<b>1,977,000</b>
Total Budget	<b>2,030,961</b>	<b>1,761,000</b>	-	<b>1,977,000</b>	<b>1,977,000</b>
<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	2,030,961	1,761,000	-	1,977,000	1,977,000
Total Funding	<b>2,030,961</b>	<b>1,761,000</b>	-	<b>1,977,000</b>	<b>1,977,000</b>

**Strategic Goals**

- Finalize the Energy Management Plan
- Continue working with VML and VEPGA to craft legislation regarding deregulation that is beneficial to the City.
- Continue a program to upgrade lighting systems to energy efficient lamps and ballast.

**Outcomes and Accomplishments**

- Maintained a constant cost for utilities while increasing the square footage of buildings maintained.
- Improved our ability to track utility cost and quickly respond to changes in consumption.
- Negotiated long term pricing agreements to purchase natural gas from Columbia Gas through 2009.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services**

**Rental Of Land**

**Business Unit Mission Statement**

To negotiate and manage leases that provide quality office space at the most reasonable cost. To ensure that property owners adhere to the contents of the lease and provide services that are comparable to customers occupying city-owned space.

**Description of Services Provided**

Management of leases to provide quality and efficient office space for city services.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Other Operating Expenses	734,736	694,364	-	921,604	940,998
Net Budget	<b>734,736</b>	<b>694,364</b>	-	<b>921,604</b>	<b>940,998</b>
Total Budget	<b>734,736</b>	<b>694,364</b>	-	<b>921,604</b>	<b>940,998</b>
Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	734,736	694,364	-	921,604	940,998
Total Funding	<b>734,736</b>	<b>694,364</b>	-	<b>921,604</b>	<b>940,998</b>

**Strategic Goals**

- Renegotiate all leases with emphasis on providing clean, comfortable office space for employees and citizens.
- Insure owners are accountable for upholding the contents of the lease.
- Renew all leases at least six months prior to the expiration date.
- Insure payment of no higher than market rate for office space.
- Minimize leased space by maximizing the use of City owned facilities

**Outcomes and Accomplishments**

- Negotiated a lease to move the Police Training Unit to a new facility
- Successfully re-negotiated two leases due for renewal

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services  
Waste Management Fund**

**Business Unit Mission Statement**

To provide efficient and environmentally safe waste removal and disposal in the most economical process available. Providing street sweeping services to Portsmouth citizens. To enhance neighborhood quality and safety by ensuring compliance of City Codes and Ordinances.

**Description of Services Provided**

To collect and dispose of household waste and bulk material for approximately 33,000 customers and provide city street sweeping services on main through fares, primary arteries and in the neighborhood areas that have curbs and gutters.

**Sanitation:** This work group provides once weekly collection to approximately 80% of the City's residential households based on an automated waste collection program. The remaining 20% are serviced through a semi-automated system. Yard waste is collected once weekly and disposed in the City owned and operated landfill. This unit also provides commercial waste collection in the Downtown Commercial District six days per week. An average of 56,000 tons of solid waste is collected and disposed of per year at the Southeastern Public Service Authority (SPSA). This work group also provides collection service to senior and disabled citizens as mandated by the Americans with Disabilities Act and special pickups are provided for move-ins and move-outs.

**Bulk Refuse:** Provide once weekly collection for 65,800 cubic yards of bulk material which is collected and disposed at the City owned Craney Island Landfill. In addition, for special clean-up projects, roll-off boxes are provided to City departments and civic groups for special and neighborhood clean-ups. In accordance with Federal mandates, prior to disposal, In addition to these services, to coordinate drop off recycling services, this unit collaborates with Tidewater Fiber and containers are pulled and dumped approximately 460 times. In FY2010, the citizens of Portsmouth recycled 520 tons of materials.

**Street Sweeping:** Provide residential sweeping for neighborhoods with curbs and gutters once per quarter. Frequent maintenance of thoroughfares and City gateways is performed. An average of 10,000 miles is swept each year. The downtown area is cleaned by litter-vacuums daily.

**Landfill:** Operation of the landfill for road improvement, construction debris disposal, yard waste, tree limbs, and other bulk refuse. The landfill is only authorized for City collection crews and City approved construction project usage. An average of 76,000 cubic yards of debris was deposited at the landfill.

**Additional Services:** Provision for hurricane and storm debris collection and disposal services and special city project services such as the Seawall Arts Festival, Umoja Festival, and other citywide functions. The Downtown Commercial District is swept and cleaned seven days per week in the spring, summer, and fall months and five days per week in the winter and more frequently as needed. For large project and special events, civic organizations are also provided roll-off containers.

**Administrative Support:** Waste Management Division coordinates numerous citizen and other waste collection customer inquiries, requests, and complaints.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	2,007,778	2,475,349	-	2,205,503	2,205,503
Benefits	1,392,339	1,243,577	-	1,289,100	1,289,100
Other Operating Expenses	8,212,748	10,022,491	-	7,427,662	7,427,662
Internal Service Charges	1,548,296	1,452,862	-	1,557,564	1,580,594
	<b>Net Budget</b>	<b>13,161,161</b>	<b>15,194,279</b>	<b>-</b>	<b>12,479,829</b>
Debt Service	77,435	930,841	-	733,456	902,350
Capital Outlay	899,492	-	-	-	-
	<b>Total Budget</b>	<b>14,138,088</b>	<b>16,125,120</b>	<b>-</b>	<b>13,213,285</b>
	<b>Total Permanent Positions</b>	<b>68</b>	<b>68</b>	<b>68</b>	<b>68</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services**

**Waste Management Fund**

<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
740 Waste Management Fund	14,138,088	16,125,120	-	13,213,285	13,405,209
<b>Total Funding</b>	<b>14,138,088</b>	<b>16,125,120</b>	-	<b>13,213,285</b>	<b>13,405,209</b>

**Strategic Goals**

Short Term Goals:

- Through coaching and educating the citizens we plan to bring this division up to the standards of operating according to City Code, Chapter 16

Long Term Goals:

- Continue to provide quality, as well as economical, waste collection, disposal, and street sweeping services to Portsmouth citizens and other customers
- All services and operations will be accomplished in accordance with federal, state, and local regulations.
- In order to provide the most convenient and economical recycling opportunities for the City, the division will continue to coordinate efforts with Tidewater Fiber
- Effectively manage the budget to ensure revenues equal or exceed expenditures
- Effectively manage the Craney Island Landfill to minimize debris taken to SPSA / Wheelabrator facilities.
- Set aside at least \$100,000 per year to prepare for the closure of the Craney Island Landfill

**Outcomes and Accomplishments**

- Supported City projects and neighborhood clean-ups with roll off boxes.
- Continual supervision (Joyce Engineering) of the operation and sampling of groundwater monitoring wells and reporting to the Department of Environmental Quality (DEQ).
- The landfill is consistently cited with no violations per regular inspections from DEQ
- Have reached an approximate 90% level of proper placement and containment of yard waste.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services**

**City Garage Fund**

**Business Unit Mission Statement**

The Fleet Management Division is dedicated to providing efficient and quality services to our customers. We strive to provide the best vehicles and equipment for specific needs and requirements.

**Description of Services Provided**

- Administration - Prepare the budget, process accounts payable and internal billings, coordinate the purchase of vehicles, develop and schedule training for all garage personnel and maintain accountability for all expenditures.
- Vehicle Impound - Coordinate the daily operation of the vehicle impound, maintain a database of all impounded vehicles, provide administrative duties related to impounded vehicles, schedule auctions, collect fees and personal property taxes owed on impounded vehicles and maintain inventory of impounded vehicles.
- The Human Services Garage - Maintain and repair light duty vehicles, sedans, police and sheriff vehicles owned and operated by the City of Portsmouth.
- The Vehicle Services Center - Maintain and repair all medium and heavy duty vehicles and heavy construction equipment owned and operated by the City of Portsmouth.
- The Body Shop - Repair accident damages on all City owned equipment.

In addition, the division maintains and repairs vehicles and equipment for the Portsmouth Redevelopment and Housing Authority and the Hampton Roads Regional Jail.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
N/A	27,128	-	-	-	-
Salaries	1,356,051	1,519,413	-	1,367,063	1,367,063
Allowances	15,121	17,264	-	33,464	33,464
Benefits	698,769	624,660	-	600,150	600,150
Other Operating Expenses	4,079,078	4,216,239	-	4,424,523	4,424,523
	<b>Net Budget</b>	<b>6,176,147</b>	<b>6,377,576</b>	<b>6,425,200</b>	<b>6,425,200</b>
Debt Service	130,560	1,629,560	-	1,910,703	2,029,299
Capital Outlay	1,743,166	-	-	-	-
	<b>Total Budget</b>	<b>8,049,873</b>	<b>8,007,136</b>	<b>8,335,903</b>	<b>8,454,499</b>
	<b>Total Permanent Positions</b>	<b>36</b>	<b>36</b>	<b>36</b>	<b>36</b>
Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
800 City Garage Fund	8,049,873	8,007,136	-	8,335,903	8,454,499
	<b>Total Funding</b>	<b>8,049,873</b>	<b>8,007,136</b>	<b>8,335,903</b>	<b>8,454,499</b>

**Strategic Goals**

- Continue the vehicle Replacement Plan in order to minimize repair cost and increase reliability
- Utilize technology to decrease parts inventory while increasing parts available to mechanics
- Study alternative fuels and begin work on along range plan to develop a "Green Fleet"
- Improve working conditions on the garage floor to improve productivity
- Develop and implement a comprehensive training plan for employees

**Outcomes and Accomplishments**

- Continually upgrade Fleet
- Closed Body Shop to improve efficiency
- Created a new Fire Equipment Repair Shop in the space vacated by the Body Shop.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services**

**City Garage Fund**

**Major Budget Variances**

The FY12 budget reflects a 4% increase due to projected increases in Fuel-Gasoline and debt service payments on the new master lease for the City fleet.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services**

**Cemetery Perpetual Care Fund**

**Business Unit Mission Statement**

The Cemetery Perpetual Care Fund is a permanent fund for the care of City owned cemeteries. Funding is provided for cemetery capital improvements. Funding is generated from interest earnings and from burial fees collected during the fiscal year.

**Description of Services Provided**

The Cemetery Perpetual Care Fund is a permanent fund for the care of cemetery lots. It is used to account for cemetery lot sales, perpetual care payments and cemetery improvements. Per the City Code, a \$1 million reserve is required within the fund to support long-term care. Available funds are used for services including, but not limited to, drainage, lighting, fencing, signage, landscaping, roads and monument repair.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Other Operating Expenses	-	100,000	-	100,000	100,000
Net Budget	-	100,000	-	100,000	100,000
Total Budget	-	100,000	-	100,000	100,000
Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
500 Cemetery Fund	-	100,000	-	100,000	100,000
Total Funding	-	100,000	-	100,000	100,000

**Strategic Goals**

Implementation of the Cemetery Perpetual Care Master Plan for City owned Cemeteries to include Cedar Grove, Oak Grove and Olive Branch.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services  
Public Utilities Fund**

**Business Unit Mission Statement**

The Department of Public Utilities functions as the responsible steward of Portsmouth's water and wastewater assets. The Department plans, manages and operates a customer focused, efficient, safe and reliable water supply and wastewater collection system.

**Description of Services Provided**

The Department of Public Utilities is responsible for treating drinking water and maintaining the lines that deliver this water to Portsmouth and certain areas of Suffolk and Chesapeake. Public Utilities also maintains the sanitary sewer lines and sewage pumping stations which carry wastewater away from Portsmouth homes and businesses.

Programs/Services:

- Water Treatment
- Water Distribution
- Wastewater Conveyance
- Maintenance of Water/Wastewater System
- Billings and Collections

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	3,901,645	4,946,766	-	4,663,521	4,663,521
Allowances	155,820	122,758	-	169,258	169,258
Benefits	2,413,700	2,014,420	-	2,096,126	2,096,126
Other Operating Expenses	8,310,536	12,619,914	-	10,764,940	12,430,562
Internal Service Charges	1,002,504	897,391	-	939,910	951,446
	<b>Net Budget</b>	<b>15,784,205</b>	<b>20,601,249</b>	<b>-</b>	<b>18,633,755</b>
Debt Service	2,065,901	8,950,020	-	9,738,704	9,733,740
Capital Outlay	4,742,519	538,821	-	122,000	68,000
Transfers	10,206,535	11,161,720	-	12,875,000	12,875,000
	<b>Total Budget</b>	<b>32,799,160</b>	<b>41,251,810</b>	<b>-</b>	<b>41,369,459</b>
	<b>Total Permanent Positions</b>	<b>138</b>	<b>138</b>	<b>138</b>	<b>139</b>
					<b>139</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
700 Public Utility Fund	32,799,160	41,251,810	-	41,369,459	42,987,653
	<b>Total Funding</b>	<b>32,799,160</b>	<b>41,251,810</b>	<b>-</b>	<b>41,369,459</b>
					<b>42,987,653</b>

**Strategic Goals**

- Maintain compliance with State and Federal Drinking Water Standards
- Maintain fiscally prudent water and wastewater charges to insure a self-sustaining operation and meet all financial obligations.
- Maintain unaccounted for water below the American Water Works Association's acceptable range of 10-15% of finished water production.
- Pursue replacement of all water system meters with advance metering technology to improve efficiency and lower operating expenses.
- Comply effectively and timely with the terms and conditions of the EPA's Regional Sanitary Sewer Overflow Consent Order.
- Increase the pace of rehabilitating or replacing aging utility infrastructure in order to lower asset age, reduce maintenance and repair expense, and improve customer services.
- Render billings in an accurate and timely manner.

**Public Works/General Services**

**Public Utilities Fund**

**Outcomes and Accomplishments**

- Produced over 18 million gallons of water per day, while meeting all Federal and State quality standards.
- Conducted water quality analyses to support water production and delivery.
- Maintained aggressive response to repair water and sewer facilities to ensure continuity of service to our customers.
- Continued systematic rehabilitation of the City's sewer pump stations to maintain 100% reliability. Rehabilitation of PS24, PS41, and PS51 was completed in 2010 as well as a major equipment replacement in PS6.
- Continued evaluation of system assets and met all submittal deadlines as required for the Sewer System Evaluation Survey that is part of the Regional Sanitary Sewer Consent Order.
- Completed remaining seven phases of the Prentis Park Neighborhood Water and Sewer Project to replace and rehabilitate the 90+ year old water and sewer mains and services in Prentis Park. Obtained \$4.8 million in Federal ARRA Stimulus funds to support this project.
- Initiated construction of the Lake Kilby Raw Water Pump Station which will provide additional efficiency and security for the plant. Completion is scheduled for December 2011.
- Initiated design and construction of Phase 1 rehabilitation and replacement of downtown water and sewer infrastructure as set forth in the Downtown Master Utility Plan.
- Completed Preliminary Engineering Report (PER) for necessary filter replacement at the Lake Kilby Water Treatment Facility.
- Completed study of potential emergency raw water pump station at Lake Cohoon.
- Completed PER for required improvements to the dams at the City's four lakes in order to meet new regulatory requirements.
- Initiated system to enhance Geographic Information System (GIS) data updates and accuracy by using Global Positioning System (GPS) technology to obtain coordinates and field verify utility system assets.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Works/General Services  
Harbor Center Pavilion**

**Business Unit Mission Statement**

To insure that the Harbor Center Pavilion is the destination of choice for all concert-goers in the region.

**Description of Services Provided**

Provide maintenance and upkeep services to include lawn maintenance, after show cleanups, parking attendants and any other necessary services to ensure that the Harbor Center Pavilion remains a first class entertainment venue.

Goals:

- To improve the overall image of the facility
- To develop a replacement reserve fund for inventory
- To improve the winterization process to minimize the effects of inclement weather on the facility.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	64,116	41,541	-	62,131	62,131
Benefits	18,330	14,546	-	22,472	22,472
Other Operating Expenses	228,011	237,700	-	237,700	237,700
Internal Service Charges	30,240	24,131	-	28,750	29,150
<b>Net Budget</b>	<b>340,697</b>	<b>317,918</b>	-	<b>351,053</b>	<b>351,453</b>
<b>Total Budget</b>	<b>340,697</b>	<b>317,918</b>	-	<b>351,053</b>	<b>351,453</b>
<b>Total Permanent Positions</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	340,697	317,918	-	351,053	351,453
<b>Total Funding</b>	<b>340,697</b>	<b>317,918</b>	-	<b>351,053</b>	<b>351,453</b>

**Strategic Goals**

- Develop a strategy to provide a maintenance reserve fund that will allow for routine replacement of venue equipment and provide funds for emergency repairs.
- Continue to streamline services in order to bring operational cost in line with anticipated revenue.

**Outcomes and Accomplishments**

- Replaced VIP tents to better attract sponsors to the venue.
- Replaced all VIP furniture and replaced broken concrete.

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**Public Health  
Business Center Index**

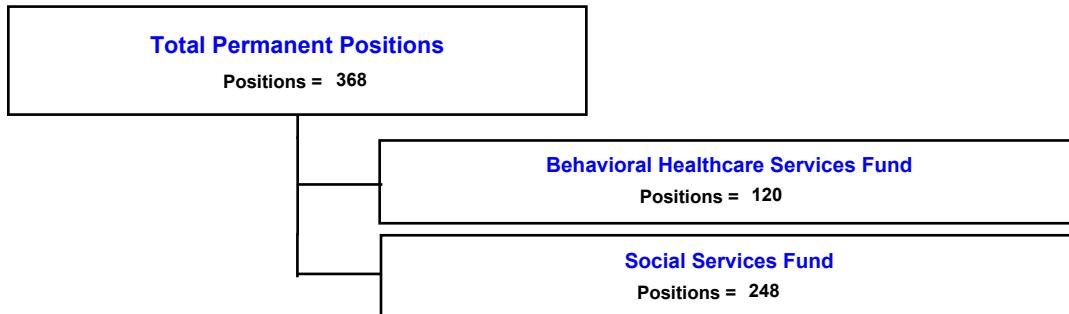
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**Public Health**

**Business Center Organizational Chart**



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**Public Health**

**Description of Services Provided**

This business center includes the departments of Public Health, Behavioral Healthcare Services, Social Services and the Office of Comprehensive Services. These departments are dedicated to promoting, protecting and preserving a healthy and safe community, provide Mental Health, Mental Retardation, Substance Abuse and Prevention Services to the citizens of Portsmouth and enhance the quality of life by promoting safety and self-sufficiency through agency programs and community partnerships.

<b>Business Units</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Behavioral Healthcare Services Fund	10,916,639	11,671,633	-	10,991,248	10,988,635
CSA Fund	5,765,725	9,138,607	-	7,666,467	7,666,467
Health	1,216,917	1,199,327	-	1,149,060	1,149,060
Social Services Fund	21,428,722	29,169,432	-	28,578,718	28,533,815
<b>Total Budget</b>	<b>39,328,003</b>	<b>51,178,999</b>	-	<b>48,385,493</b>	<b>48,337,977</b>
<b>Total Permanent Positions</b>	<b>370</b>	<b>365</b>	<b>365</b>	<b>368</b>	<b>368</b>
<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	1,216,917	1,199,327	-	1,149,060	1,149,060
400 Behavioral Healthcare Svc Fund	10,916,639	11,671,633	-	10,991,248	10,988,635
410 Social Services Fund	21,428,722	29,169,432	-	28,578,718	28,533,815
415 Community Services Fund	5,765,725	9,138,607	-	7,666,467	7,666,467
<b>Total Funding</b>	<b>39,328,003</b>	<b>51,178,999</b>	-	<b>48,385,493</b>	<b>48,337,977</b>

**City of Portsmouth  
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**Public Health**

**Health**

**Business Unit Mission Statement**

The Portsmouth Health Department is dedicated to promoting, protecting and preserving a healthy and safe community.

**Description of Services Provided**

The Portsmouth Health Department (PHD) provides mandated and necessary services to PROMOTE, PROTECT and PRESERVE a safe and healthy community. Portsmouth Health Department delivers critical and quality services to citizens throughout their lives. PHD provides preventive, acute and chronic health services to pregnant women, to infants, teenagers, adults and geriatric populations. We also strive to keep food, water and other environmental conditions safe for our citizens and visitors. When public health emergencies arise -natural or man-made- PHD is well prepared to lead or to partner with public and private organizations to respond quickly and effectively. PHD provides services at our 1701 High Street location and throughout the City reaching more than 19,000 individuals and engaging in 1,000 community-based services annually. Pursuant to statutory authority, PHD is a state agency, which operates in close partnership with the City of Portsmouth through a cooperative agreement delineating the basic public health services and any additional services based on identified challenges and available funds.

PHD services and programs can be broadly categorized as follows:

- Communicable disease prevention and control
- Environmental health hazards protection
- Emergency preparedness and response and emergency medical services
- Health assessment, promotion and education
- Vital records and health statistics
- Administrative and support services

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Other Operating Expenses	1,203,655	1,189,259	-	1,137,822	1,137,822
Internal Service Charges	13,262	10,068	-	11,238	11,238
<b>Net Budget</b>	<b>1,216,917</b>	<b>1,199,327</b>	-	<b>1,149,060</b>	<b>1,149,060</b>
<b>Total Budget</b>	<b>1,216,917</b>	<b>1,199,327</b>	-	<b>1,149,060</b>	<b>1,149,060</b>

<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	1,216,917	1,199,327	-	1,149,060	1,149,060
<b>Total Funding</b>	<b>1,216,917</b>	<b>1,199,327</b>	-	<b>1,149,060</b>	<b>1,149,060</b>

**Strategic Goals**

Strategic Goals

The Portsmouth Health Department engages multiple programs with numerous goals and strategies to achieve its mission.

The following major goals are a representation of how PHD will promote, protect and preserve the health of our community.

- Decrease the incidence of communicable disease and health hazards in Portsmouth
- Monitor our community environment for the development of significant public health threats and investigate/respond to such events on a timely manner
- Respond in a timely manner to any emergency impacting public health through preparation, collaboration, education and rapid intervention.
- Provide effective leadership and support to all of Portsmouth's stakeholders and public health service providers
- Create a culture of preparedness among all Portsmouth residents, businesses and stakeholders in order to ensure an optimal response to any nature or man-made health threat to our community

**City of Portsmouth  
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**Public Health**

**Health**

**Outcomes and Accomplishments**

Community Services:

Marketing:

July 2009 – June 2010

- Disseminated information about PHD at Portsmouth Public Schools Wellness Day.
- Attended five health fairs put on by local churches throughout the city.
- Worked with City of Portsmouth Communications team to send out a variety of health messages through their e-blast system, including H1N1 activities.

July 2010 – June 2011

- Presentation to EVMS family medicine residents about the services PHD offers to the public and how they can refer their patients to us.
- Created a new presentation board that can be taken to health fairs to help market our services.
- Monthly presentations on PHD services to Social Services Empowerment Employment Class participants.
- Use mobile street digital sign to promote of drive-thru flu shot clinic.
- Use our digital message board in the clinic waiting room to promote our services.
- Happiest Baby on the Block classes are being advertised at the Portsmouth Community Health Center.
- Disseminate information about PHD at Portsmouth Public School Wellness Day.

Infant Mortality Prevention

- A multidiscipline group continues to meet every other month to review and discuss specific deidentified infant deaths to identify common medical, social, and economic contributing factors. Have partnered with Eastern Region Perinatal Council to provide client interview/home assessment information.
- Preconceptual health campaign has been implemented with literature strategically placed throughout the community stressing the importance of preconceptual health. Multivitamin containing folic acid offered at no cost to women of child-bearing age seeking public health services..
- Pregnant females are counseled on the importance of early prenatal care and those who begin care at less than 13 weeks gestation are rewarded.

Disease Prevention:

July 2009 – June 2010

- Collaborated with Virginia Cooperative Extension to host Healthy Eating Classes to churches, social organizations, and low income housing communities across the city. Approximately 15 classes.
- Several one-time speaking engagements on the importance of a healthy diet and exercise to Girl Scouts, church groups, senior citizen social groups, and day cares. Approximately 50 presentations.
- Presented hand washing classes to over 200 children in schools, daycares and after-school programs.
- Distributed over 200 mailings to daycare centers across the city about the importance of flu shots for parents, children, and day care workers. (licensed and unlicensed centers)
- Current –Continue to work with partners to review infant mortality cases to identify commonalities and system issues. Teen Pregnancy Prevention funding received and programs scheduled in the community to provide preventive education to teens.
- Projected - Enhance staffing to allow continued expanding of community efforts to address teen pregnancy, sti prevention, obesity, infant mortality, and disease prevention.

July 2010 – June 2011

- Collaborate with Virginia Cooperative Extension to host Healthy Eating classes to churches, social organizations, and low income housing communities across the city.
- Currently, three classes have been completed with plans to increase in 2011.
- Worked with Grove Baptist summer camp and taught 8 classes and reached 75 children using the BodyWorks curriculum.
- Presented healthy eating presentation Boys and Girls Club at Norfolk Naval. Approximately 35 children.
- Hand washing classes to summer camp participants at High Street YMCA, reaching 125 children between 5-12 years old.
- Hand washing classes to YMCA camp counselors and new employees.
- Have several handwashing classes scheduled for December and January. Approximately 200-300 children.

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**Public Health**

**Health**

- Working with CINCH on a BMI collection project. If successful, the program will be piloted in select grades at selected schools.
- Presented to 35 behavioral health care participants on diabetes and hypertension prevention.
- Distributed over 200 mailings to daycare centers across the city about the importance of flu shots for parents, children and day care workers. (licensed and unlicensed centers).
- Happiest Baby on the Block classes: PHD has conducted three classes at the Community Health Center, reaching approximately 24 women. Monthly classes are scheduled.

July 2011 – June 2012

- Work with Virginia Cooperative Extension to present our Healthy Eating curriculum. The goal is to teach this course to seven groups (each course will have six weekly sessions).
- Present to local organizations on various disease prevention topics.
- Conduct handwashing classes and reach 300 children.
- Keep daycares up to date on various strategies to prevent disease within their centers.
- Educate local businesses about the importance of flu shots for employees.
- Finalize BMI project to be rolled out in September.
- PHD will teach 12 Happiest Baby on the Block classes at the Community Health Center.

Nutrition:

- Increased the number of women enrolled in WIC during the first trimester by 10% from 20 to 22.
- Decreased the number of overweight children on the WIC program from by 5% from 163 to 154.
- Increase the pregnant women on WIC by 5%, from 426 to 447.
- Increase the number of breastfeeding infants on WIC by 8%, from 39 to 42.

Resource Development

July 2009 – June 2010

- Finalize agreement to contract with The Planning Council to implement MAPP (Mobilizing for Action through Planning and Partnerships), a community-driven strategic planning process for improving community health.

July 2010 – June 2011

- With The Planning Council, the Vision and Forces of Change steps have been completed. PHD will continue to work The Planning Council and the community on the remaining MAPP assessments.

July 2011 – June 2012

- The MAPP process will be complete.

Environmental Health

FY 2010

- 210 Reported animal exposures cases were investigated. 10 specimen collections were sent to DCLS to be analyzed for the Rabies virus. 2 confirmed Rabies cases (1 fox, 1 raccoon) resulted in the canvassing of over 110 homes. Rabies educational brochures were distributed in neighborhoods, businesses and public buildings to aid in public awareness.
- 225 inspections of City permitted convenience stores were performed. Emphasis was placed on those convenient stores that served food items that were made from raw ingredients, cooked and stored hot. These stores were inspected using the state variable frequency as high risk establishments.
- 695 inspections of State permitted food facilities were performed. 7 intervention hearings were given, with 3 establishments being placed on 1 year probation.
- 35 USDA summer program inspections and 11 courtesy DSS inspections were made.
- 36 Temporary Event inspections over 9 events were made.
- 141 public pool inspections were performed with 9 closures/re-inspections due to inadequate pool chemistry.
- All Hotels/Bed & Breakfasts were surveyed for Bed Bug infestations. Each establishment was given literature concerning prevention and monitoring of bed bugs. 24 Hotel inspections were made in addition to on-going surveillance.
- 25 Marina inspections were performed.

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**Public Health**

**Health**

- 1,391 food workers have taken food handler's classes. 42 have taken Manager Certification/Re-certification classes.
- 57 food and environmental complaints were received, investigated and abated

FY 2011(7/2010-12/2010)

- 107 reported animal exposure cases were investigated.
- 310 State permitted food facility inspections made.
- 110 City permitted food facility inspections made
- 23 USDA food inspections, 8 DSS inspections made.
- 18 Hotel inspections made
- 56 Public pool inspections
- 675 food workers have received food handler cards. 23 have taken Manager Certification classes.
- 25 food and environmental complaints have been received, investigated and abated.

Projected FY 2010:

- Due to economic factors, numbers of restaurants will trend downward, however most of the inspected facilities will remain fairly static.
- With the adoption of the Manager Certification requirement class numbers will increase.
- Becoming fully staffed will enable all facilities to be inspected in a time frame that will be more in alignment with required frequency set by OEHS.

**Communicable Disease Prevention & Control**

July 2009 – June 2010

- General communicable disease surveillance. Surveillance identifies disease of public health concern. PHD staff assesses risks and takes appropriate actions to reduce transmission and prevent illness.
  - Bioterrorism monitoring through syndromic surveillance data collected through hospital and schools.
  - Performed seasonal and H1N1 influenza surveillance and data analysis. Recruited healthcare providers for sentinel surveillance program.
  - Data are analyzed for trends and commonalities. Results help guide intervention and education strategies.
  - Staff dedicated to address the rising rates of sexually transmitted disease within our community, esp the teen age group.
- Influenza campaign has been very successful this flu season with educations and immunization outreach to many community businesses, organization, and faith based. This success is due to dedicating staff to address issues in the community.  
Utilized VDH immunization funding initiative to provide immunizations as no cost to specific risk groups

July 2010 – June 2011

- General communicable disease surveillance. Surveillance identifies disease of public health concern. PHD staff assesses risks and takes appropriate actions to reduce transmission and prevent illness.
- Bioterrorism monitoring through syndromic surveillance data collected through hospital and schools.
- Performed seasonal influenza surveillance and data analysis. Recruited healthcare providers for sentinel surveillance program.
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July 2011 – June 2012

- General communicable disease surveillance. Surveillance identifies disease of public health concern. PHD staff assesses risks and takes appropriate actions to reduce transmission and prevent illness.
- Bioterrorism monitoring through syndromic surveillance data collected through hospital and schools.
- Perform seasonal influenza surveillance and data analysis. Recruit healthcare providers for sentinel surveillance program.
- Analyze data for trends and commonalities. Results help guide intervention and education strategies.

**Medical Services:**

- July 2009-June 2010 showed a continued increase in service demand 7564 clients were served with 12,455 visits. Clinical staffing changes has allowed PHD to provide less fragmented service. Employed a clinician able to all clients for all services provided by PHD. Nursing staff support has been a concern due to laboratory service abolishment and increase demands on

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**Health**

the limited nurses.

- July 2010-June 2011 - Projected staffing module will allow for cross-trained staff. All clinic nurses will be trained to augment the clinician in providing STI services.

Emergency Preparedness & Response:

- On –site Local Technical Assistance Review (LTAR) completed by Centers for Disease Control (CDC). Score of 97 was received; which was the highest score ever in the Commonwealth. (Chesapeake has since scored a 100)
- Continue to expand and exercise home delivery of antibiotics as method of initial response to anthrax event. (Cities Readiness Initiative - CRI)
- Completed development of full regional distribution plan for CRI broadsheet.
- Completed ICS 400 training for management and select staff.
- Attained 85-90% response rate for health dept. emergency response system (HAN).
- Hired new Medical Reserve Corps Coordinator and will continue to build capacity in the program..
- Continue support of development of a special needs shelter for Portsmouth.
- Continue to work with Norfolk Naval Shipyard (NNSY) to develop nuclear and radiation plans for public health.
- Prepare health district for National Association of City and County Health Officials (NACCHO) certification as “Public Health Ready”.

**Major Budget Variances**

Portsmouth Health Department receives 38.7% of its expenditure funding from the City of Portsmouth as part of its cooperative agreement with the Virginia Department of Health.

Environmental Assessment - Internal environmental factors impacting PHD's ability to achieve its mission are generally budgetary and legislative. Although more services to address the City's public challenges are needed, state cooperative budget funds are to be allocated only to mandated programs. Therefore, local initiatives and ordinances passed by City Council will require additional funding.

External environmental factors - Factors providing the greatest impact are: 1) Changes in the number of restaurants, new housing, and neighborhood blight and development, which require additional environmental health resources; 2) socioeconomic conditions that influence disease trends; and 3) the ease of access (financial and service availability) for preventive medical care and early and consistent treatment for expensive therapies. It is well established that economic hardships result in an increase in demand for public services. Public health programs, especially medically related services, are not an exception to this phenomenon.

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**Public Health**

**Behavioral Healthcare Services Fund**

**Business Unit Mission Statement**

The mission of the Portsmouth Department of Behavioral Healthcare Services is to promote independence, recovery, and positive human outcomes for those we serve, through excellence in the delivery of integrated Mental Health, Mental Retardation, and Substance Abuse and Prevention services. We accomplish this by:

- Accurately assessing and meeting the needs of the whole person;
- Providing seamless integrated services that are accessible and fairly priced;
- Recognizing and effectively utilizing the talent, passion, and commitment of our professional and support staff;
- Effectively communicating with our stakeholders;
- Promoting full participation by our staff and those they serve, empowering all to reach their highest human potential.

**Description of Services Provided**

The Portsmouth Department of Behavioral Healthcare Services (BHS) is a Community services Board that provides mental health, intellectual disabilities, substance abuse, and prevention programming to residents of the City of Portsmouth within their communities. The department provides a comprehensive array of services (screening/evaluation, emergency services, case management, outpatient, day support, competency restoration, rehabilitation, opioid replacement, residential, early intervention, prevention) to approximately 4,000 individuals a year. The department is experiencing an increased demand for services in light of the declining economy. This combination in addition to a reduced workforce and decreasing resources is challenging the department's ability to provide timely and quality services.

- Administration - oversees the management and delivery of services, fiscal budgeting and management, internal human resource management, information technology management and reporting, quality assurance and medical records management and the central intake process including incident and human rights activities.
- Mental Health Services - The BHS Mental Health Division provides comprehensive services including 24 hour/7 days/week Emergency Services, Case Management, Hospital and Facility Services, Outpatient Treatment, Family and Youth Services, Day Activity Services and Supportive Living Services, and Crisis Stabilization.
- Intellectual Disabilities - The BHS Intellectual Disabilities Division provides case management, Day Activity Services, and Early Intervention for Infants and Toddlers;
- Substance Abuse Services - The BHS Substance Abuse Division provides Detoxification, Methadone Treatment, Case Management, Drug Court, Outpatient and Co-Occurring Treatment;
- Prevention Services for children focusing on information, activities and training about mental health, substance abuse and HIV/AIDS and other sexually transmitted diseases. To provide HIV/AIDS Education, referrals and outreach to adults and families.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	4,147,656	5,396,928	-	4,956,436	4,956,436
Benefits	1,405,550	1,853,517	-	1,767,861	1,767,861
Other Operating Expenses	3,300,477	3,639,096	-	3,515,013	3,515,013
Internal Service Charges	407,606	427,092	-	396,588	393,975
	<b>Net Budget</b>	<b>9,261,289</b>	<b>11,316,633</b>	<b>-</b>	<b>10,635,898</b>
Transfers	1,655,350	355,000	-	355,350	355,350
	<b>Total Budget</b>	<b>10,916,639</b>	<b>11,671,633</b>	<b>-</b>	<b>10,991,248</b>
	<b>Total Permanent Positions</b>	<b>122</b>	<b>120</b>	<b>120</b>	<b>120</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
400 Behavioral Healthcare Svc Fund	10,916,639	11,671,633	-	10,991,248	10,988,635
	<b>Total Funding</b>	<b>10,916,639</b>	<b>11,671,633</b>	<b>-</b>	<b>10,991,248</b>

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**Public Health**

**Behavioral Healthcare Services Fund**

**Strategic Goals**

- Measure and guide the agency's delivery of services to persons with co-occurring disorders within the framework of the Recovery System of Care measure.
- Continue to work with community partners to develop a system of service that values recovery and the principles of self-determination.
- Use a strategic planning approach to identify and pursue opportunities to improve effectiveness and efficiency, decrease costs, and increase revenue.
- Increase satisfaction from participants, businesses and stakeholders.
- Increase record documentation compliance through implementation of an Electronic Health Record and systematic auditing, training and in-service courses.
- Implement State core values of recovery, resilience, and self determination by increasing consumers' participation in treatment planning.
  - To develop a seamless system.
  - To increase integration and communication of services within the department and to the community.
  - To use evidence based practices and programs.
  - Future goals will be based on data and best practices.
  - Continue training of clinical staff.
- Increase Case Management, Mental Health Support Services to needed Mental Health and Co-Occurring consumers.
- To open a crisis bed in Safe Haven.

Administrative:

- Improve staff skills in person centered planning and increase compliance with documentation requirements of licensing and funding agencies.
- Increase revenue collection through improvement in documentation of service delivery, timely financial interviews, and more rigorous billing practices, combined with an analysis of opportunities to expand/improve service delivery.

Mental Health:

- Provide holistic, comprehensive and effective services to persons with co-occurring and/or chronic mental health disorder in an environment that is recovery based and welcoming.
- Increase juveniles' ability to have a factual and rational understanding of the proceedings against them so they can consult with their lawyers and assist in their own defense by providing competency restoration services.
- Stabilize and facilitate emergency hospitalization as needed by Portsmouth citizens due to mental illness by providing crisis intervention, crisis stabilization, jail diversion and prescreening services.
- Collaborate with Portsmouth police officers to continue to develop the Crisis Intervention Team to better respond to psychiatric emergencies and enhance safety of individuals and the community.
- Increase peer-to-peer interaction and problem solving in keeping with continuing program efforts to become more recovery oriented.
- Resurrect the provision of Mental Health Support Services to enhance persons' independent living skills necessary for living successfully in their communities.
- Continue outreach efforts by partnering with other homeless service providers to reach homeless individuals who need, but are not currently engaged in mental health services.
- Provided day treatment to 91 mental health consumers.
- Continue to work with Dept. of Rehabilitative Services to link persons served to employment opportunities.
- Provided permanent housing services to 50 homeless individuals this year through HUD housing program.
- Applied for renewal of the HUD grant of \$470,425.00 to fund Shelter Plus Care housing.

Intellectual Disabilities

- Promote independence by assisting individuals in achieving 90% of their annual objectives.
- Ensure that 100% of eligible infants and toddlers receive case management services within 45 days of referral to meet stringent State standards regarding quick access to services.
- Develop strategies to promote participants' involvement in community activities.
- Increase number of individuals on ID/MR Waiver Waiting List.
- Apply for grants (KOVAR/New Freedom)

Substance Abuse:

- Conduct continuous quality improvement (CQI) activities necessary to maintain CARF accreditation and enhance lives of

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**Public Health**

**Behavioral Healthcare Services Fund**

individuals served.

- Integrate case management and clinical services to provide quality seamless services to individuals.
- Decrease the stigma of addiction and promote empowerment with increased involvement of the peer Recovery Advisory Board.
- Increase partnership with other agencies through the Portsmouth Coalition for Youth and work collaboratively on grants and protective activities to decrease risk factors and increase protective factors.
- Collaborate with Probation and Parole to develop outpatient services.
- Collaboration with Portsmouth School System to develop graduation coaches to address the drop out and graduation rate.
- Increase collaboration with the drug court program to maximize effectiveness and efficiency within substance abuse service system and reduction of criminal activity related to substance abuse.
- Awarded CARF accreditation for the third consecutive review.

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**Public Health**

**Behavioral Healthcare Services Fund**

**Outcomes and Accomplishments**

Administrative:

- Implemented a systematic record review process and provided additional staff training, which has resulted in significant qualitative and quantitative improvements in medical record documentation.
- Completed 100% of financial assessments prior to initiation of services.
- Hired four temporary staff to provide Restoration Services to increase revenue.

Mental Health:

- Improved level of physician directed outpatient services.
- Provided Evidence Based Practice (EBT) service by providing a community Youth Transformation Group for adolescents with co-occurring substance abuse and mental health disorders.
- Certified existing staff as emergency prescreeners and improved processes were introduced to meet new State Mental Health Reform requirements.
- Opened Safe Haven Program to provide crisis stabilization services.
- Assisted in providing Crisis Intervention Team (CIT) training to Portsmouth Police Officers.
- 87% of individuals attending Opportunity House participated in the Solutions for Wellness classes.
- Began offering Mental Health Support Services to individuals to improve stability in the community and reduce need for hospitalization.
- Partnered with other agencies and the community to outreach and link homeless individuals with mental illness to service.

Intellectual Disabilities Services:

- 97% of families responding to the DMH/MR/SAS Mental Retardation Family Survey reporting overall satisfaction with their case manager.
- Increased number of day support participants receiving employment services.
- Provide transportation after obtaining Logisticare Contract.
- 100% of eligible infants and toddlers received case management services within 45 days of referral to meet stringent State requirements.
- Discharged individuals from State Facilities to Community-Based programs.
- Obtained legal guardians for individuals when indicated.

Substance Abuse:

- Substance Abuse Outpatient Treatment cases resulted in a 98-99% satisfaction among the participants, stakeholders and businesses who responded to the annual Satisfaction Survey.
- Recovery Advisory Board met on a regular basis, reviewed plans and goals, and helped guide BHS service delivery.
- Two transitional homes for women are open.
- Developed weekly collaborative inter-agency case review of all admissions, transfers and discharges to improve service coordination and continuity of services among individuals with co-occurring disorders. Integrated Treatment Team -

Accomplished

- Compliance with medical records documentation requirements improved. - Improved
- Clinical skills increased as more staff attended training on co-occurring disorders and treatment, reinvestment, community resources, and trauma with women.
- Presented several prevention groups to Parents in Addiction regarding parenting and lifestyles.
- Partnered with several faith-based groups and worked collaboratively with faith based community.
- HIV/AIDS infections in the City of Portsmouth have decreased
- Teen pregnancy rates have decreased.
- Increase with Medical Records compliance from 90-100% this period.
- Prevention staff to be assigned to high schools to develop evidenced based groups to focus on the graduation and drop-out rates. The goal is to increase the graduation rate and decrease the drop-out rate.
- Continue Integrated Treatment Team meetings to increase collaboration efforts.
- Provide substance abuse treatment groups to outside agencies to increase revenue.
- Staff facilitate a family & friends education groups for families of consumers,
- Annual Youth Summit with Portsmouth Community Youth and faith based community was successful.

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**Public Health  
Social Services Fund**

**Business Unit Mission Statement**

To enhance the quality of life by strengthening families and individuals, promoting safety, and self-sufficiency through agency programs and community partnerships.

Vision Statement: A healthy community of productive, self-supporting and self-sufficient citizens, free from violence and dependency on public assistance.

**City of Portsmouth  
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**Public Health  
Social Services Fund**

**Description of Services Provided**

Benefit Programs:

Temporary Assistance to Needy Families (TANF) provides temporary financial assistance to eligible families with children. The family receives a monthly cash payment to meet their basic needs.

Food Stamp assistance is designed to alleviate hunger and malnutrition. This is accomplished by permitting low-income households to obtain a more nutritious diet through normal channels of trade by increasing the food purchasing power of all eligible households who apply for participation.

Electronic Benefits Transfer (EBT) is the distribution of food stamp benefits with a plastic debit card. This card replaces paper food stamp coupons.

Medicaid is designed to provide a payment resource, either totally or in part, for the medical needs of low-income individuals who are elderly, blind, or disabled, as well as families or pregnant women.

Auxiliary Grants is a monetary payment program designed to provide assistance to aged, blind, or disabled persons residing in homes for adults who have insufficient funds to meet their needs as established by the state board of social services.

General Relief is designed to provide monetary assistance, either ongoing or short term, for items that cannot be provided through other resources. This includes assistance to children who do not meet the relationship criterion for eligibility in a federal category of assistance, burial costs, and some emergency need items for SSI recipients.

State And Local Hospitalization Program (SLH) is designed to provide a payment source for medical services to indigent persons who are not entitled to Medicaid. It includes payment for both inpatient and outpatient hospitalization services, ambulatory surgical services and health department clinic visits.

Energy Assistance is designed to provide financial assistance for low-income households to offset the cost of energy as well as purchase or repair heating equipment which poses a threat to the households.

Tax Relief is designed to assist low income elderly and disabled persons offset the cost of real estate taxes. The program also provides an incentive to certain other elderly and disabled homeowners by freezing the amount of their taxes at a set amount regardless of an increase in the real estate tax assessment or tax rate.

Temporary Assistance To Needy Families (TANF-UP) is designed to offer financial assistance to needy two-parent, unemployed homes.

Temporary Assistance to Repatriates is a program which provides monetary assistance for needy U.S. citizens and their dependents who have returned or been brought from a foreign country to the United States due to the destitution of the U.S. Citizen or any of his/her dependents due to war, threat of war, invasion or similar crisis, and are without available resources.

Services Programs:

Adult Foster Care - provides supervision, room and board as well as special services to those who are unable to live alone.

Companion Services - provides assistance through approved providers for disabled or elderly who are unable to care for themselves.

Adult Protective Services investigates report of abuse, neglect or exploitation of elderly or disabled adults. This program provides services and referrals to those who are found to be victimized.

Screening and Assessment is a provision of community based care or placement at an adult care residence or nursing home.

Child Protective Services - investigates reports of abuse or neglect of children under the age of eighteen (18). Decisions are rendered regarding the level of abuse following guidelines set forth by the commonwealth. Services are provided to children and their families.

Foster Care - provides nurturing, supervision, and room and board to children from birth to age 18 or 21 if disabled, who are

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Health**

**Social Services Fund**

removed from their birth family for reasons of abuse or neglect.

Adoption Services - location and investigation of adoptive homes; placement of children who are available for adoption (TPR); supervision of the placement; and completion of reports as required by the Commonwealth.

Employment Services Program/Virginia Initiative For Employment Not Welfare (VIEW) - assist TANF recipients in securing employment or the training or education needed to secure employment.

Day Care Services (CDC) - provides a payment resource for certain eligible families whose caretaker is employed or in school.

**Other Programs:**

Holiday Activities - social services staff perform a variety of activities in connection with holiday celebrations, including completion of joy fund cards, matching persons who wish to contribute food baskets to persons in need, and accepting donations of toys and clothing and distributing to foster children.

Disaster Relief – The Department of Social Services' employees provide staffing for emergency shelters during emergency situations, such as hurricanes or hazardous material spills. The primary duty of the department is shelter management registration. However, other duties may include disaster food stamps, death notifications, addressing inquiries from persons attempting to locate their relatives, and completing emergency relief applications.

Annual Job Fair - The Department of Social Services holds an Annual Job Fair which provides citizens of Portsmouth another site to seek employment. Local employers are invited to outline available jobs and needed skills. This activity occurs each year at the Department of Social Services. Generally, there are an estimated sixteen (16) local employers and an average 40 TANF (Temporary Assistance for Needy Families), FSET (Food Stamp Employment and Training) and members of the general public who attend this event.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Salaries	7,543,160	8,309,338	-	7,599,216	7,599,216
Allowances	15,391	19,421	-	33,461	33,461
Benefits	3,063,662	3,893,734	-	3,838,220	3,838,220
Other Operating Expenses	10,181,623	16,212,381	-	16,314,589	16,314,589
Internal Service Charges	618,805	649,153	-	724,910	680,007
	<b>Net Budget</b>	<b>21,422,641</b>	<b>29,084,027</b>	-	<b>28,510,396</b>
Capital Outlay	6,081	85,405	-	68,322	68,322
	<b>Total Budget</b>	<b>21,428,722</b>	<b>29,169,432</b>	-	<b>28,578,718</b>
	<b>Total Permanent Positions</b>	<b>248</b>	<b>245</b>	<b>245</b>	<b>248</b>

<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
410 Social Services Fund	21,428,722	29,169,432	-	28,578,718	28,533,815
	<b>Total Funding</b>	<b>21,428,722</b>	<b>29,169,432</b>	-	<b>28,578,718</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Health  
Social Services Fund**

**Strategic Goals**

- To insure that City of Portsmouth citizens have their basic human needs met timely and accurately.
- To assure that citizens receiving services contribute to their family's material support and well-being.
- To empower and provide support to individuals and families who are at risk of violence and dependence.
- To provide, promote and advocate for programs and services to enhance the quality of life and to protect those citizens that are not self-sufficient.
- To enhance agency operations, maximize resources, and provide quality service.
- To develop and maintain a quality workforce by promoting positive change and professional growth.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Health  
Social Services Fund**

**Outcomes and Accomplishments**

Adult Services Program:

- Founded and facilitated Peer Grief Support Group. The group was formulated by an Adult Services Social Worker and represents adults, aged 60 years or older who are bereaved due to loss of spouse, other relatives, or long standing family friends. Group members meet on a regular basis for a pre-determined period of time to offer mutual help and support. There is no attempt to engage in therapy or psychoanalysis. The group's goals and processes include confidentiality, regular attendance, non-judgmental behavior, emotional/emphatic support and accountability.
- Provided adult abuse/neglect detection training to nursing homes and assisted living facilities
- Investigated 228 reports of abuse, neglect and/or exploitation in the community, nursing homes, assisted living facilities and MR waiver homes. 108 investigated cases were unfounded and 122 cases were founded.
- Serviced a multitude of Adult Services cases in FY07 including: 320 Adult Protective Service Cases, 40 companion care cases, 15 adult foster care clients.

Child Protective Services (CPS):

- Partnered with Portsmouth Naval Hospital in working cooperatively to expedite the child protective services investigations with their naval families, especially in obtaining needed medical reports. Thus, a contact person at the naval hospital has been identified to assist with obtaining medical reports involving victim children.
- PDSS CPS Program has assisted several families with paying for restoring utilities, first month rent and deposits, forensic and medical consultations.
- Implemented a proactive perspective towards child abuse and neglect, to formulate close working relationships with other department heads in Portsmouth that have proven to be very beneficial in assisting families in Portsmouth who have come before the CPS Program.

Child Care Program:

- 1,424 families (3,560 children) were provided services.
- Thirty families also received emergency utility and rental assistance.
- 252 childcare providers received training and assessments.
- The Child Care program utilized the Quality Initiative Grant to upgrade the quality of care offered by providers. The utilization of these quality programs greatly impacted the care being provided to 125 children.

Benefits Programs (Eligibility):

- Manage an average of 6,000 Food Stamp cases (\$1,415,061) monthly.
- Operates a free tax preparation site February thru April.
- Manage an average of 1,533 TANF cases monthly with a total average issuance of \$332,825.
- Manage an average of 13,563 Medicaid cases monthly with a total average issuance of \$7,553,235.
- Manage an average of 107 General Relief cases for children living with non-relatives who do not qualify for TANF benefits for a total average monthly issuance of \$13,054.
- The benefits program continues to operate the agency's Call Center as an on the job training experience for VIEW participants. Our Call Center responds to an average of 700 calls monthly.
- Interview and process an average of 120 TANF applications, 600 Medicaid applications and 580 Food Stamp applications monthly.

Foster Care:

- Program Improvement Plan - This program provides funding (grant) totaling \$162,970 to Portsmouth Department of Social Services each year. This program has greatly increased the number of adoptions and there are currently 65 children with the goal of adoption.
- Foster Parent Training- Orientations and pre-service trainings are provided to prospective foster parents. There are approximately 360 inquiries for prospective foster parents.

Virginia Initiative for Employment not Welfare (VIEW) Program:

- In a City with an unemployment rate which has been the lowest until this year, the Employment Services Unit has been able to assist participants in obtaining jobs above minimum wages resulting in an average wage earned according to a recent State report of \$7.11 per hour. Participants and their families benefit from this change in household income in numerous ways and certainly the increase in the community's workforce statistics enhances a prospering economy within the City of Portsmouth.
- The Employment Advancement for TANF (Temporary Assistance for Needy Families) Grant is a joint venture with the Virginia

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Health**

**Social Services Fund**

Beach Department of Social Services which has been in existence since 2003. This grant provides intensive case management, client specific, family focus and clinical based services to a select group of Employment Services participants. This year Vice Mayor Marlene Randall gave a rousing speech to an estimated fifteen (15) participants who had maintain work for 30, 90 and 180 or more. Throughout the year activities are arranged by the Employment Services Program to encourage job retention amongst this group of participants. There were two incentive awards held in the evening to reward the participants for job retention, wage increases, promotions, obtainment of benefits on the job, educational enhancements.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Public Health**

**CSA Fund**

**Business Unit Mission Statement**

To manage a system of services which provides activities targeted for special education youth, foster care prevention and residential special education programs.

**Description of Services Provided**

The Comprehensive Services program for At-Risk Youth and Families (CSA) is a state mandated program established to ensure preservation of families and provide appropriate services in the least restrictive environment. The purpose of this program is to provide and design services in response to the unique needs of youth and families and to increase interagency collaboration and family involvement in service delivery and management. The coordination of services provides communities flexibility in the use of funds as well as authority for program and fiscal decision making.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Other Operating Expenses	5,765,725	9,138,607	-	7,666,467	7,666,467
<b>Net Budget</b>	<b>5,765,725</b>	<b>9,138,607</b>	-	<b>7,666,467</b>	<b>7,666,467</b>
<b>Total Budget</b>	<b>5,765,725</b>	<b>9,138,607</b>	-	<b>7,666,467</b>	<b>7,666,467</b>
<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
415 Community Services Fund	5,765,725	9,138,607	-	7,666,467	7,666,467
<b>Total Funding</b>	<b>5,765,725</b>	<b>9,138,607</b>	-	<b>7,666,467</b>	<b>7,666,467</b>

**Strategic Goals**

- Children and youth served will be placed in the least restrictive environment while providing high quality, cost effective services.
- To increase family involvement in child-centered service delivery and management while raising the percentage of families reporting satisfaction with the services.

**Outcomes and Accomplishments**

- Less than ten children have been placed in residential treatment for the past 14 months.
- Approximately two percent of children enter foster care through congregate care. The state of Virginia's average is 24%.
- Portsmouth developed a standardized service level chart for utilization by all Hampton Roads therapeutic foster care vendors.
- Reduction in program cost through savings per utilization of Medicaid Group Home providers.
- Portsmouth maintains approximately 90% attendance rate of Parent Representatives at team meetings.
- Portsmouth is one of the few localities that has one dedicated team to review all children. Each team member provides up to twenty hours per week of service to the office.
- Portsmouth contracts with a Utilization Review Coordinator to provide monthly reviews to all "high end" children placed in residential treatment facilities and group homes. This process provides the mechanism to negotiate lower rates when possible, link children to the most appropriate facilities, participate in treatment team meetings and identify step down placements.

**City of Portsmouth  
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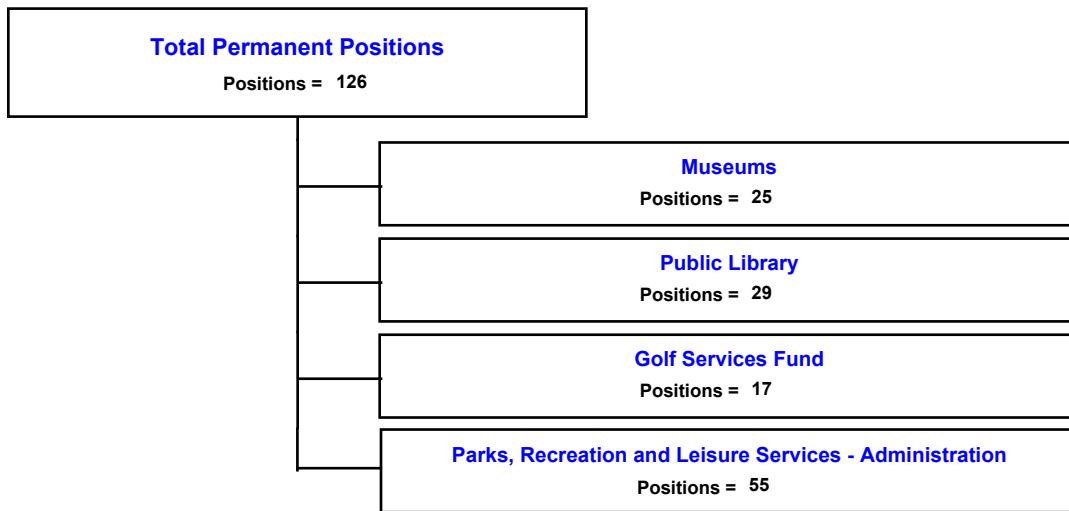
**Parks, Recreation, and Cultural  
Business Center Index**

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**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Parks, Recreation, and Cultural  
Business Center Organizational Chart**



**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Parks, Recreation, and Cultural**

**Description of Services Provided**

The Parks, Recreation and Cultural business center includes the departments of Parks, Recreation and Leisure Services, Museums, Golf and the Public Library (to include the Law Library) which addresses the City's recreational, educational and cultural needs. Services provided include educational exhibits, access to a comprehensive collection of library materials, excellent golf facilities and coordinated programs, and high quality recreation programs and facilities for use by the citizens of Portsmouth.

<b>Business Units</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Law Library Fund	30,052	33,757	-	31,026	31,026
Parks, Recreation and Leisure Services - Administration	4,239,942	4,628,284	-	4,129,814	4,124,767
Parks, Recreation and Leisure Services - Recreation	311,483	301,076	-	356,550	356,710
Museums	1,610,866	1,949,473	-	1,821,755	1,801,303
Public Library	2,238,318	2,360,247	-	2,215,808	2,202,120
Golf Services Fund	2,393,005	2,273,469	-	1,979,821	2,288,988
Parks, Recreation and Leisure Services - Parks	1,580,947	1,969,334	-	1,997,660	2,016,855
Recreation Fund	522,145	600,000	-	600,000	600,000
<b>Total Budget</b>	<b>12,926,758</b>	<b>14,115,640</b>	<b>-</b>	<b>13,132,434</b>	<b>13,421,769</b>
<b>Total Permanent Positions</b>	<b>127</b>	<b>126</b>	<b>126</b>	<b>126</b>	<b>126</b>
<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	9,981,556	11,208,414	-	10,521,587	10,501,755
405 Public Law Library Fund	30,052	33,757	-	31,026	31,026
440 Recreation Fund	522,145	600,000	-	600,000	600,000
720 Golf Fund	2,393,005	2,273,469	-	1,979,821	2,288,988
<b>Total Funding</b>	<b>12,926,758</b>	<b>14,115,640</b>	<b>-</b>	<b>13,132,434</b>	<b>13,421,769</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Parks, Recreation, and Cultural  
Museums**

**Business Unit Mission Statement**

To provide the citizens of Portsmouth, Hampton Roads, the Commonwealth of Virginia, and beyond, high quality educational and cultural experiences in the arts, humanities, and the sciences.

**Description of Services Provided**

The Department of Museums provides high quality educational and cultural experiences in the arts and humanities through the use of exhibitions, programs, and collections.

- The Education division works closely with area schools to provide Standards of Learning (SOL) based programs, as well as teacher training for re-certification credit in history, science, and the arts. All Portsmouth Public School students in grades K-6 visit the Children's Museum for an educational program and/or a planetarium program at no cost. Programs are also offered to non-Portsmouth public schools as well as private schools for a fee.
- The department offers a number of programs that fulfill both girl and boy scout badge requirements and provide the City with the following Family Fun Days: African American Heritage Day, Chinese New Year, Kite Day, Celebrate Kids!, Patriots Day and Museum Madness. First Weekends begin in February and continue through October. On the First Friday of each month, in conjunction with PortsEvents and the Olde Towne Business Association's First Friday Series, the Courthouse Galleries and its museum shop are open and offer free admission, special sales, new exhibits, and entertainment. On Saturdays at the Portsmouth Naval Shipyard Museum, the Lightship PORTSMOUTH Museum, and the Courthouse Galleries visitors enjoy hands-on activities and educational experiences in maritime history and the arts. The Department of Museums is also involved in the following special events held in the City of Portsmouth: Holidays in the City, Memorial Weekend, Fourth of July Weekend, and Coast Guard Day events.
- The department has a fee-based outreach program that provides educational, SOL based programs in art, history and science.
- The Children's Museum of Virginia will open in the Spring of 2011. With the museum open and increased visitation, restaurants in particular should see increased sales. With the increase in foot traffic, it is hoped that the area businesses will see an increase in sales as well.
- The department oversees the preservation and restoration of the City's monuments.
- The Department of Museums operates two small museum shops at the Courthouse Galleries and the Portsmouth Naval Shipyard Museum and will add a third staff operated museum shop at the Children's Museum of Virginia when it re-opens. In addition, a food concessionaire will be selected for the Children's Museum concession area to provide that service. The department will also take on the operation of the Planetarium.
- The museums have a membership program with approximately 1,000 members that generates additional earned income.
- The department offers birthday parties, facility rentals and fee based Educational programming at the Children's Museum of Virginia. Fee based Educational programming is offered at the Courthouse Galleries, Portsmouth Naval Shipyard Museum and Lightship PORTSMOUTH Museum.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Salaries	1,019,841	1,101,393	-	1,042,166	1,042,166
Benefits	359,740	382,661	-	348,693	348,693
Other Operating Expenses	146,256	373,000	-	339,104	334,604
Internal Service Charges	85,029	92,419	-	91,792	75,840
<b>Net Budget</b>	<b>1,610,866</b>	<b>1,949,473</b>	-	<b>1,821,755</b>	<b>1,801,303</b>
<b>Total Budget</b>	<b>1,610,866</b>	<b>1,949,473</b>	-	<b>1,821,755</b>	<b>1,801,303</b>
<b>Total Permanent Positions</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>

<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	1,610,866	1,949,473	-	1,821,755	1,801,303
<b>Total Funding</b>	<b>1,610,866</b>	<b>1,949,473</b>	-	<b>1,821,755</b>	<b>1,801,303</b>

**Parks, Recreation, and Cultural  
Museums**

**Strategic Goals**

The Department of Museums has multiple strategic goals, the first of which is to provide proper documentation of all collections in accordance with the American Association of Museums standards. The second is to create and offer engaging permanent and changing exhibits, which support the educational and cultural mission of the Department of Museums. Another goal is to provide a friendly, safe and appealing environment, staffed with motivated and energetic employees who will create an informative and memorable experience for visitors. In addition, the Department of Museums strives to engage the visitors in learning by presenting educational and cultural programs that enrich their knowledge of the arts, sciences and humanities. The new Children's Museum of Virginia will be the anchor for other economic development for the High Street Corridor, as well as offer additional shopping experience.

Collections:

Portsmouth Naval Shipyard Museum

- Continue the correction of loan information for the Naval History & Heritage Command
- Inventory the holdings of the Marshal W. Butt Library
- Continue preservation efforts in the Marshal W. Butt Library
- Continue smaller scale preservation and restoration projects on the Lightship Portsmouth.
- Begin the preparation of the designated area in the storage collections room for a new collections storage system

Courthouse Galleries

- Identify artworks that were "Found In Collection" rather than accessioned and update files
- Inventory items/photos that are used for educational purposes to be identified as "Educational Collection"
- Update 120 artist files in PastPerfect
- Update 120 records for archival paper files
- Relocate collections storage area
- Create reference records for location of artifacts
- Photograph and complete condition reports for 60 artworks and enter in PastPerfect

Children's Museum of Virginia/Toy & Train Collection

- Continue to organize and accession collection by trains, toys, artifacts, library
- Identify artifacts that need special attention and repair
- Photograph approximately 250 artifacts as they are accessioned and inventoried
- Catalog periodicals and books

Education:

- Expand after-school art programs
- Offer two teacher workshops for re-certification credit
- Pilot and implement three new science programs
- Develop, pilot and implement two new history programs
- Develop and implement four new summer camps
- Develop and implement a daily program schedule for the new Children's Museum of Virginia

Exhibits:

- Open the upgraded Planetarium at the Children's Museum of Virginia
- Open two changing exhibits at the Children's Museum of Virginia
- Open four to five changing exhibits, with educational programming, at the Courthouse Galleries

Membership:

- Increase membership to 1,500

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Parks, Recreation, and Cultural  
Museums**

**Outcomes and Accomplishments**

Collections:

Portsmouth Naval Shipyard Museum

- 150 loan files consisting of a total of 450 individual objects were corrected in the PastPerfect database
- 40 regular accession records were entered into PastPerfect
- 60 "Found In Collections" collections of objects were inventoried
- 880 accessioned objects were inventoried
- 800 files established for each collection of objects
- 200 books were divided by archival board
- 40 collections of objects consisting of 125 individual items were returned to the Naval History & Heritage Command
- Applied for a conservation grant through the Institute of Museum and Library Services

Courthouse Galleries

- Collections work area was defined and collections computer was relocated to this space
- New shelving was purchased and installed in the collections storage area
- Replaced missing sideboards in the collections storage area for 20 artworks
- 100 archival envelopes constructed for protection of the artwork
- Archival boxes were created and three-dimensional artwork was inventoried and shelved
- 190 artworks from the Civic Arts Collection were entered into PastPerfect
- 10 artworks were photographed and images loaded into the collection file in PastPerfect
- 120 artists who have work in the collection have been researched for ongoing activity and to determine the current value of their work.
- Artwork and objects were assigned new ID numbers for easy identification and location

Children's Museum of Virginia/Lancaster Toy & Train Collection

- 247 objects cleaned, inventoried, photographed
- 247 Archival Boxes were created to properly store collection pieces
- 164 objects were entered into PastPerfect

Exhibits:

- Designed, fabricated, installed and opened the final permanent exhibit at the Portsmouth Naval Shipyard Museum
- Designed and installed a new exhibit for Winter Wonderland: The Coleman Collection
- Progress continued on the renovation and expansion project at the Children's Museum of Virginia. Building construction is on target to be completed in early January 2011 and exhibit installation is on target to be completed in Spring 2011.
- Applied for and received a Business Consortium for the Arts Grant.

Education:

- Art classes offered throughout the year were filled and a number of participants were repeat attendees
- Summer camps were filled
- Daily activities at the Courthouse Galleries and Andalo's Clubhouse were implemented
- The "Victory Kids" program was developed and implemented at the Naval Shipyard Museum
- Worked with a team of teachers from Portsmouth Public Schools on the development of new SOL based programs for the

Children's Museum of Virginia

Membership:

- Implemented a new membership campaign

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Parks, Recreation, and Cultural  
Public Library**

**Business Unit Mission Statement**

To offer access to a comprehensive collection of materials, in a safe and appealing environment, to encourage social, economic, cultural, and intellectual growth and through the careful use of resources and a knowledgeable staff, the Library will contribute to the overall quality of life and meet the ever-changing needs of the citizens of Portsmouth. The Portsmouth Public Library will accomplish this by encouraging an atmosphere of lifelong learning through traditional library services and emerging technologies, and will continue to be a relevant part of our community.

**Description of Services Provided**

- Portsmouth Public Library has a knowledgeable, well-trained, courteous and highly qualified to serve and assist patrons in the use of library resources and technology. The Library provides the following core services that meet the needs and desires of our citizens: access to media; basic literacy; commons area & leisure services; community referral & government information; early literacy; local history & genealogy; and the law library.
- Serving our community with access to media in a variety of formats including print, audio, video, and electronic. The Library houses a comprehensive collection of materials, free programming for all ages, in addition to computer and Internet access. Basic literacy needs are met through program and material offerings which encourage a love of reading, books, and lifelong learning.
- The commons area & leisure services function enhances quality of life by offering community for citizens to interact with others and participate on discourse.
- Citizens rely on the Library to provide reliable information by government, health, and community service agencies. They also have the ability to access information and services directly through library Internet accessible computers.
- Early literacy programming is essential to reaching our youngest citizens in support of literacy initiatives, promoting the development of literacy skills starting at birth up to pre-school age while encouraging positive interactions between children and their parents.
- Local history & genealogy resources are available in the Main Library and through online resources purchased by the library. The library serves our citizens by archiving and preserving the history of the City, affording a better understanding of our personal and community heritage.
- The Law Library is a state mandated resource housed within the Main Library, offering a variety of resources for professionals and citizens who need more information regarding law.
- The Portsmouth Public Library provides facilities that meet the needs and desires of all citizens. It provides information to the citizens of Portsmouth using the most appropriate technology available and provides a collection of materials and information in all formats that is current, balanced, and culturally diverse. The Portsmouth Public Library provides programs to challenge the minds and imaginations of young people and adults and inspire them to develop the skills, passions, and interests that will help them succeed in school and the world of work.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Salaries	1,275,791	1,322,130	-	1,200,871	1,200,871
Benefits	507,313	563,426	-	489,735	489,735
Other Operating Expenses	332,150	340,319	-	340,319	340,319
Internal Service Charges	123,064	134,372	-	184,883	171,195
<b>Net Budget</b>	<b>2,238,318</b>	<b>2,360,247</b>	-	<b>2,215,808</b>	<b>2,202,120</b>
<b>Total Budget</b>	<b>2,238,318</b>	<b>2,360,247</b>	-	<b>2,215,808</b>	<b>2,202,120</b>
<b>Total Permanent Positions</b>	<b>29</b>	<b>29</b>	<b>29</b>	<b>29</b>	<b>29</b>
<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	2,238,318	2,360,247	-	2,215,808	2,202,120
<b>Total Funding</b>	<b>2,238,318</b>	<b>2,360,247</b>	-	<b>2,215,808</b>	<b>2,202,120</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Parks, Recreation, and Cultural  
Public Library**

**Strategic Goals**

- The Portsmouth Public Library goals are to have library facilities that meet or exceed the information needs and desires of all citizens, and increase the use of their facilities as a meeting place for community organizations. The new Churchland Branch will provide library patrons with innovative library services, larger meeting room space, and emerging technologies enabling patrons to succeed in the information and knowledge based society of the future. The library staff will be knowledgeable, well trained, courteous, and highly qualified to serve and assist library patrons in the use of library resources and technology.
- The Library will continue to educate and train staff in the best and most current use of technology in order to provide the kind of service patrons expect and deserve, and will provide a variety of quality in-house programs for the entertainment and education of all citizens to enrich the quality of their lives. Program attendance and return visits to the library for other services will indicate the success of these programs. The Library will sponsor programs that promote family literacy and encourage the use of libraries and a love of reading, and will provide a current, balanced and culturally diverse collection of materials and information in various formats, periodically surveying patrons about their wants and needs. The Library will continue to provide a stable, easily accessible automation system that will be current with new technology.

**Outcomes and Accomplishments**

One outcome measure indicates that more people are accessing the library on-line to place requests and search the databases. The output measures are increasing but the monthly reports illustrate that more than half the population access the system from a distance. Our web presence and introduction of it's capabilities to walk-in patrons is having an impact. The BabyGarten and Two-Time evaluation sheets indicate that parents have learned how to effectively engage their child in preliteracy exercises and after completion of BabyGarten, enroll in the Two-Time classes to gain more knowledge and skills in their children's learning process. Management staff has worked tirelessly on a personnel and program plan for the new Churchland Branch with extensive research and dialogue being conducted throughout the system. New technologies have been incorporated in the new building with assistance and cooperation from the City's Information Technology Department.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Parks, Recreation, and Cultural  
Law Library Fund**

**Business Unit Mission Statement**

To ensure that current and accurate legal resources are accessible to the general public, local business owners, members of the legal profession and the courts, for the research and practice of law.

**Description of Services Provided**

The Law Library maintains the City, State and Federal Code publications, along with specialized state resources which assist patrons with individual research of legal matters. The Law Library offers Westlaw Patron Access Online Services and Nolo self-help publications. Library hours have been increased to four days a week to provide more services to patrons.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Other Operating Expenses	30,052	33,757	-	31,026	31,026
<b>Net Budget</b>	<b>30,052</b>	<b>33,757</b>	<b>-</b>	<b>31,026</b>	<b>31,026</b>
<b>Total Budget</b>	<b>30,052</b>	<b>33,757</b>	<b>-</b>	<b>31,026</b>	<b>31,026</b>

<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
405 Public Law Library Fund	30,052	33,757	-	31,026	31,026
<b>Total Funding</b>	<b>30,052</b>	<b>33,757</b>	<b>-</b>	<b>31,026</b>	<b>31,026</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Parks, Recreation, and Cultural  
Golf Services Fund**

**Business Unit Mission Statement**

For all citizens and golf course patrons, the City is committed to providing excellent golf facilities and a coordinated golf program. This includes course access, instruction, education, and competition. The mission will be accomplished within the established economic guidelines and City of Portsmouth constraints.

**Description of Services Provided**

The Golf Fund provides overall policy management of the golf course, tournament bookings, interpretation of golf rules for tournament players, monitoring of the food service contracts for all course operations, oversight of the maintenance, upkeep and improvements to both city courses, The Links at City Park and Bide-A-Wee, and assures proper revenue collection and accountability.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	627,979	341,270	-	308,977	308,977
Benefits	326,965	268,273	-	245,129	245,129
Other Operating Expenses	946,750	1,109,942	-	969,353	969,353
Internal Service Charges	27,522	30,696	-	77,674	74,441
<b>Net Budget</b>	<b>1,929,216</b>	<b>1,750,181</b>	-	<b>1,601,133</b>	<b>1,597,900</b>
Debt Service	316,144	381,288	-	378,688	691,088
Capital Outlay	147,645	142,000	-	-	-
<b>Total Budget</b>	<b>2,393,005</b>	<b>2,273,469</b>	-	<b>1,979,821</b>	<b>2,288,988</b>
<b>Total Permanent Positions</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
720 Golf Fund	2,393,005	2,273,469	-	1,979,821	2,288,988
<b>Total Funding</b>	<b>2,393,005</b>	<b>2,273,469</b>	-	<b>1,979,821</b>	<b>2,288,988</b>

**Strategic Goals**

- 1) Maintain the condition of the golf course at a 4 1/2 Star rating within the constraints of the approved budget.
- 2) Establish an e-mail list of local golfers to better communicate golf tournaments and specials.
- 3) Increase the number of rounds played by increasing the number of golf tournaments booked at our courses.
- 4) Improve advertisement to the public about the availability of the Pavilion for weddings, parties, etc.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Parks, Recreation, and Cultural**

**Parks, Recreation and Leisure Services - Administration**

**Business Unit Mission Statement**

To enhance the quality of life of the community by providing attractive parks and open spaces that foster community pride and enjoyment; well-balanced recreation opportunities that encourage an active lifestyle; and community focused programs that contribute to the positive development of youth, adults and families through involvement, partnership and collaboration with citizens and community organizations. Our vision for the City is that it becomes the healthiest place to live in Hampton Roads.

**Description of Services Provided**

The Administrative Division is responsible for support of all operational divisions of the department. This includes overseeing the operating budget, accounts receivable, accounts payable, payroll, coordinating capital improvement projects, personnel management, grant administration and policy development.

This Administration Division Business Unit also includes:

- Most of the Department's full- and part-time staff
- Special events supported by the Department including the UMOJA Festival, Olde Towne Holiday Music Festival, Seawall Music Festival, the Cock Island Race, July 4th Fireworks, and Memorial Day Parade.
- Annual contributions to the Hoffler Creek Wildlife Foundation and the Portsmouth Invitational Tournament.
- Staffing and operations of the Visitor Information Center
- Administration of Parks incentive fund grants as approved by the Parks & Recreation Commission
- Oversight of the Virginia Cooperative Extension Services contract. The Virginia Cooperative Extension is a collaborative agreement between the City of Portsmouth and Virginia Tech to provide horticultural education programs; food, nutrition and health educational programs and 4-H/youth development programs.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	2,342,645	2,509,689	-	2,386,536	2,386,536
Allowances	3,240	-4	-	3,236	3,236
Benefits	888,001	997,531	-	1,036,712	1,036,712
Other Operating Expenses	338,280	440,047	-	417,777	417,777
Internal Service Charges	667,776	681,021	-	285,553	280,506
<b>Net Budget</b>	<b>4,239,942</b>	<b>4,628,284</b>	-	<b>4,129,814</b>	<b>4,124,767</b>
<b>Total Budget</b>	<b>4,239,942</b>	<b>4,628,284</b>	-	<b>4,129,814</b>	<b>4,124,767</b>
<b>Total Permanent Positions</b>	<b>56</b>	<b>55</b>	<b>55</b>	<b>55</b>	<b>55</b>
Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	4,239,942	4,628,284	-	4,129,814	4,124,767
<b>Total Funding</b>	<b>4,239,942</b>	<b>4,628,284</b>	-	<b>4,129,814</b>	<b>4,124,767</b>

**Strategic Goals**

To provide proactive leadership that partners with community user groups and community organizations to enhance and develop new amenities in parks and open space. Partnering with the Parks and Recreation Commission on the implementation of Incentive Fund projects to help community groups make improvements to parks and open spaces across the City. Also, maintain a strong relationship with Virginia Tech and the Virginia Cooperative Extension Service, and provide operational and fiscal oversight to the Department of Parks, Recreation and Leisure Services.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Parks, Recreation, and Cultural**

**Parks, Recreation and Leisure Services - Administration**

**Outcomes and Accomplishments**

During the past fiscal year, the Administration division:

- Led public input process and stakeholders group to design and develop operating rules for the new Skate Park at George Washington Park
- Development of community garden concept and rules for volunteer groups to cultivate garden plots at specific sites on Park property
- Represented City as critical stakeholder in the design, development, and legal agreement with Elizabeth River Project on the development of Paradise Creek Park
- Participated in Hoffler Creek Wildlife Foundation planning process for children's trail and activities
- Represented DPRSL as member of Healthy Portsmouth, a grant-funded leadership team committed to policy, systems and environmental change for a healthier Portsmouth.
- Development of RFP for recreation software to facilitate athletic scheduling, activity registration, facility reservations, special event scheduling, and citizen registration & payment on-line
- Development of capital improvements to Neighborhood Facility and Splash Park with PRHA HOPE VI funds
- Expanded 6-to-Six to include Emily Spong Pres-School and Douglass Park E.S. in FY10/FY11 biennium. Will add Westahven E.S., Hodges Manor E.S. and Mt. Hermon E.S. in FY12

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Parks, Recreation, and Cultural**

**Parks, Recreation and Leisure Services - Parks**

**Business Unit Mission Statement**

To enhance the appearance and livability of the City by providing opportunities for citizens and visitors to enjoy safe and attractive parks, playgrounds, athletic facilities, street and park trees, special events, school and public grounds, and gateway corridors. Parks also provides comprehensive logistical support for special programs and events and enhances community quality and livability by the encouragement.

**Description of Services Provided**

Core services for the Parks Division include mowing and grounds care, landscape maintenance, tree care services, athletics and recreation maintenance, recreation and special event support, emergency snow and ice removal, accounting and budget, and contract administration.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	17,478	14,280	-	14,280	12,781
Benefits	1,284	-	-	-	-
Other Operating Expenses	1,043,974	1,435,320	-	1,435,320	1,435,320
Internal Service Charges	518,211	519,734	-	548,060	568,754
<b>Net Budget</b>	<b>1,580,947</b>	<b>1,969,334</b>	-	<b>1,997,660</b>	<b>2,016,855</b>
<b>Total Budget</b>	<b>1,580,947</b>	<b>1,969,334</b>	-	<b>1,997,660</b>	<b>2,016,855</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	1,580,947	1,969,334	-	1,997,660	2,016,855
<b>Total Funding</b>	<b>1,580,947</b>	<b>1,969,334</b>	-	<b>1,997,660</b>	<b>2,016,855</b>

**Strategic Goals**

To maintain high quality parks, recreation amenities, athletic facilities and open space, as well as improve the appearance of public grounds and gateway corridors, and provide coordinated comprehensive and efficient logistical support for City-wide events. Parks partners with the Engineering and Public Works departments to implement innovative ways to protect trees and to reduce the number of live trees that need to be removed for infrastructure repairs.

Long term goals for the Parks Division include developing a balanced system of parks, recreation amenities, athletic facilities and open space to meet the needs of the community, as well as empowering and educating citizens to improve the quality and livability of the City of Portsmouth.

## **Parks, Recreation, and Cultural**

### **Parks, Recreation and Leisure Services - Parks**

#### **Outcomes and Accomplishments**

- Provided year round high-quality grounds and turf maintenance services to public properties and gateway corridors throughout the City.
- Provided tree care services to trees on City owned properties and right-of-ways that included tree inspections, removal of trees and stumps, pruning of trees, and clearing of tree emergencies due to storms and vehicle accidents.
- Provided comprehensive landscape services to high visibility locations at public buildings, downtown areas, parks, City entrance signs, roadways, recreation centers, libraries and neighborhood areas.
- Prepared outdoor athletic facilities for scheduled high school, youth and adult league games and tournaments including over 2,500 field markings.
- Provided seasonal holiday decorations in downtown and provided support for holiday events and programs.
- Provided program services to major special events including the Portsmouth Invitation Tournament (PIT), Hampton Roads Chamber of Commerce Seafood Outing, Spring Fling and Fall Fling, Gosport Arts Festival, Memorial Day Parade, Seawall Festival, Hershey Track and Field, Cock Island Race, 4th of July Celebration, Umoja Festival, Cock Island Race, National Night Out, Coast Guard Weekend, Fish Bowl Parade, City Employee Service Awards Ceremony, Winter Wonderland, Olde Towne Music Festival, and other Holiday Events.
- Provided program services to support over 200 recreation programs and special community activities. This included 198 tent set-ups, 24 showmobile set-ups, 22 Platform Trailer set-ups, 58 Podium/PA system set-ups, and delivery/set-up and removal of over 5,000 chairs and 1,700 tables.
- Organized the City-wide "Clean the Bay Day Program" which resulted in the removal of thousands of pounds of debris.
- Took on the maintenance of the grounds and landscape at the newly opened Churchland Library Branch.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Parks, Recreation, and Cultural**

**Parks, Recreation and Leisure Services - Recreation**

**Business Unit Mission Statement**

To provide well-balanced recreation opportunities that encourage an active lifestyle; and community focused programs that contribute to the positive development of youth and families through involvement, partnership and collaboration with citizens and community organizations.

**Description of Services Provided**

The Recreation Division is responsible for the operation and programming of six Recreation Centers, the Senior Station, City Park and the Cavalier Manor Swimming Pool. Recreation also coordinates programming at the City's numerous athletic fields. The division provides programs and activities in youth and adult athletics, aquatics, youth after-school programs, therapeutic recreation programs, senior citizens programs, special events, youth summer programs and a variety of other activities for citizens of all ages.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Salaries	15,888	17,569	-	15,503	14,996
Benefits	1,215	-	-	-	-
Other Operating Expenses	256,380	245,507	-	295,507	295,507
Internal Service Charges	38,000	38,000	-	45,540	46,207
<b>Net Budget</b>	<b>311,483</b>	<b>301,076</b>	<b>-</b>	<b>356,550</b>	<b>356,710</b>
<b>Total Budget</b>	<b>311,483</b>	<b>301,076</b>	<b>-</b>	<b>356,550</b>	<b>356,710</b>

<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	311,483	301,076	-	356,550	356,710
<b>Total Funding</b>	<b>311,483</b>	<b>301,076</b>	<b>-</b>	<b>356,550</b>	<b>356,710</b>

**Strategic Goals**

The goals of the Recreation Division are to establish partnerships with leisure agencies and to insure the best utilization of fiscal resources in order to provide quality recreational opportunities to the citizens of Portsmouth; to research and pursue funding sources through foundations and grant organizations in order to provide broader leisure opportunities for the citizens of Portsmouth without direct cost; to provide recreational programs which promote an active lifestyle, encouraging participation in recreational or leisure activities and events; and to work with the Portsmouth Public Schools in order to expand the "6 to Six" before and after school program to three additional elementary schools starting in September 2011. All Portsmouth elementary schools will be a part of this program.

**Outcomes and Accomplishments**

- The Kids Café Program fed thousands of meals to children after school at City recreation centers. Funding is provided for this program through the Southeast Virginia Food Bank and ConAgra Foods. The program consists of meals as well as educational and recreational components.
- The USDA Summer Food Program partnered with the faith-based community, private agencies, elementary schools, and City recreation facilities to provide thousands of meals (breakfast and lunch) at 43 different locations during the summer months. This program is funded through a grant from the USDA Summer Food Program.
- The Recreation Division also participates in the following special events: UMOJA Festival, Freedom Walk, Olde Towne Holiday Music Festival, Echoes of Joy, Portsmouth Invitational Tournament, Youth Expo, Memorial Day Parade, Seawall Music Festival and the Cock Island Race.
- Started a new outreach program to build strong families with the Fatherhood Symposium, a series of Saturday sessions with inspirational speakers and sharing by participants on the challenges of fatherhood.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Parks, Recreation, and Cultural  
Recreation Fund**

**Business Unit Mission Statement**

The mission of the "6 to Six" before and after school program is to provide educational and recreational activities for children ages 5 through 12 at the City's elementary schools.

**Description of Services Provided**

The Recreation Fund is the depository for revenues and expenses associated with the "Six to Six" before and after school programs at elementary schools. The program is fee based and all expenses are covered by charges to the participants. The program provides activities before school from 6:00 a.m. to 9:00 a.m. and after school from 3:00 p.m. to 6:00 p.m.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	167,966	123,750	-	118,750	118,750
Benefits	12,850	9,467	-	9,085	9,085
Other Operating Expenses	341,329	380,565	-	385,947	385,947
Net Budget	<b>522,145</b>	<b>513,782</b>	-	<b>513,782</b>	<b>513,782</b>
Transfers	-	86,218	-	86,218	86,218
Total Budget	<b>522,145</b>	<b>600,000</b>	-	<b>600,000</b>	<b>600,000</b>
Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
440 Recreation Fund	522,145	600,000	-	600,000	600,000
Total Funding	<b>522,145</b>	<b>600,000</b>	-	<b>600,000</b>	<b>600,000</b>

**Strategic Goals**

To offer before and after school care for children at elementary schools, providing supervised care with tutoring and educational activites geared toward the state Standards of Learning ( SOL). An additional goal is to provide physical activity in order to improve health and fitness.

**Outcomes and Accomplishments**

The "6 to Six" before and after school program was expanded with two additional schools during the last biennium, bringing the total to thirteen elementary schools. This initiative is a collaborative effort between Portsmouth Public Schools and Parks and Recreation, providing childcare for school age children before school begins and after the school day ends. This program focuses on SOL study, tutoring and homework assistance. This is a 100% fee-based program. During the FY12/FY13 biennium, the program is planned for expansion to three more schools.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Community and Economic Development**

**Business Center Index**

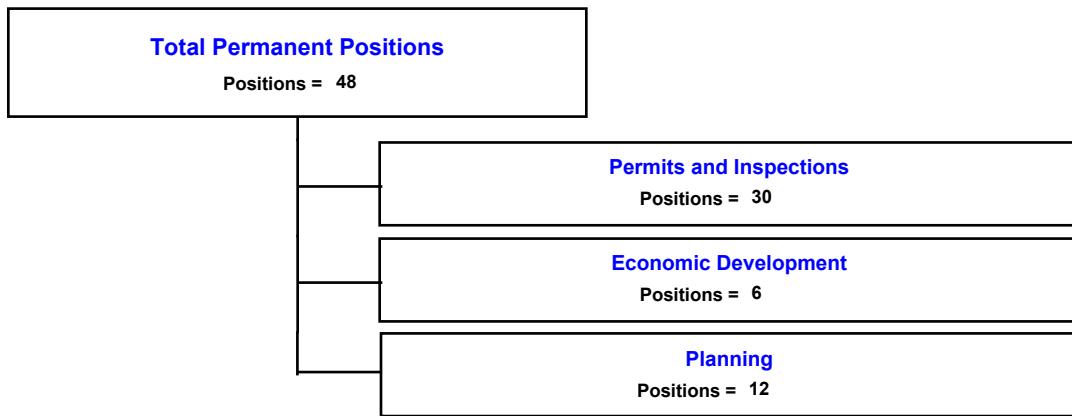
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**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Community and Economic Development**

**Business Center Organizational Chart**



**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Community and Economic Development**

**Description of Services Provided**

This business center includes the departments of Economic Development, Permits and Inspections, and City Planning which address the City's overall development, marketing, and planning needs. Services provided include the enforcement of the Commonwealth of Virginia's Building codes and assigned local regulations, coordination of new programs to promote new business development and the maintenance of existing businesses, and the provision of support for programs and activities related to the physical development and use of land in the City. Also included in this section is Willett Hall, Community Development Block Grant, and HOME Partnership Programs.

<b>Business Units</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
New Port Community Development Authority	-	960,220	-	1,022,642	1,022,642
Willett Hall	168,785	386,625	-	386,138	386,866
Port Facility and Economic Development	-	-	-	-	-
Permits and Inspections	2,382,079	2,717,199	-	2,518,151	2,526,338
Community Planning and Development Program	-	2,649,926	-	2,552,522	2,552,522
Convention and Visitor's Bureau	-	-	-	-	-
Planning	1,599,422	1,466,269	-	1,628,047	1,633,543
Economic Development	732,084	944,754	-	899,465	911,868
<b>Total Budget</b>	<b>4,882,370</b>	<b>9,124,993</b>	<b>-</b>	<b>9,006,965</b>	<b>9,033,779</b>
<b>Total Permanent Positions</b>	<b>48</b>	<b>48</b>	<b>48</b>	<b>48</b>	<b>48</b>
<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	4,713,585	5,128,222	-	5,045,663	5,071,749
435 Willett Hall Fund	168,785	386,625	-	386,138	386,866
630 New Port Community Development Authority	-	960,220	-	1,022,642	1,022,642
910 Community Development	-	2,649,926	-	2,552,522	2,552,522
<b>Total Funding</b>	<b>4,882,370</b>	<b>9,124,993</b>	<b>-</b>	<b>9,006,965</b>	<b>9,033,779</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

## **Community and Economic Development**

### **Permits and Inspections**

#### **Business Unit Mission Statement**

Our mission is to administer and enforce the Virginia Uniform Statewide Building Code and its related laws and ordinances as mandated by state and local regulations. The Department will endeavor to provide services in a professional, courteous, and timely manner, as well as provide efficient response to citizen concerns and requests for information.

Our business is to enforce the code in a fair and equitable manner while providing for consumer protection, public safety, sustainable new construction, and preservation of the city's neighborhoods and historic character. Through fair and equitable enforcement of the code, adhering to our core values of honesty, integrity, and competency, we will transform our neighborhoods and make Portsmouth the "City of Choice" in which to live, work, visit, and invest.

Our mission will be realized by emphasizing:

- Employment of quality personnel and providing them with the opportunity for professional development, continuing education, and training.
- Educating our customers, citizens, contractors and city staff members, through various publications and meetings.
- Taking an aggressive, yet flexible, common sense approach to code enforcement that attempts to achieve the intent of the code.

#### **Description of Services Provided**

The Department of Permits & Inspections encompasses the divisions of Building, Environmental/Zoning, and Rental Inspections. The Building Inspections Division enforces the Virginia Uniform Statewide Building Code (USBC) as it relates to the construction, alteration, renovation, or the change of use of buildings. It is this division's responsibility to ensure that a structure is sound and reasonably safe from structural failure, accidental fire, and other hazards. The Building Inspections Division determines permit applicant qualifications, reviews construction documents, issues permits, and performs inspections for compliance with USBC standards and local ordinances, as well as other related activity, as set forth in the Code of Virginia.

The Environmental/Zoning and Rental Inspections Division enforces Part III of the USBC, referred to as the Virginia Maintenance Code, as well as pertinent local ordinances as set forth in the Code of Virginia. This division performs inspection of all existing properties, owner-occupied or rental, to ensure that they meet the minimum code requirements and standards for premises, structures, ventilation, space, heating, sanitation, protection from the elements, inoperable motor vehicles, weeds and debris, safety from fire, and other hazards to protect the health, safety and welfare of our citizens. Inspectors also perform zoning investigations. Through this program the division provides oversight of the City's Historic Districts and Downtown Design Districts, citing owners who perform exterior alterations without proper approval and/or building permits. This division also enforces the sign ordinance. Properties that have been illegally converted also come under the purview of this division for notification of violations of the City's zoning code.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Salaries	1,063,642	1,267,347	-	1,176,199	1,176,199
Allowances	8,803	11,997	-	11,997	11,997
Benefits	480,286	595,064	-	494,282	494,282
Other Operating Expenses	434,646	430,090	-	430,100	430,100
Internal Service Charges	394,702	412,701	-	405,573	413,760
<b>Net Budget</b>	<b>2,382,079</b>	<b>2,717,199</b>	-	<b>2,518,151</b>	<b>2,526,338</b>
<b>Total Budget</b>	<b>2,382,079</b>	<b>2,717,199</b>	-	<b>2,518,151</b>	<b>2,526,338</b>
<b>Total Permanent Positions</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>

<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	2,382,079	2,717,199	-	2,518,151	2,526,338
<b>Total Funding</b>	<b>2,382,079</b>	<b>2,717,199</b>	-	<b>2,518,151</b>	<b>2,526,338</b>

## **Community and Economic Development**

### **Permits and Inspections**

#### **Strategic Goals**

- Continue to enhance the functions of the zoning component, in addition to the enhancement of the efficiency of the building permit process.

#### **Outcomes and Accomplishments**

Through continued enhancement of each component of the department, we will be able to better track violations of the building, property maintenance and zoning codes and local ordinances and fulfill the requirements applicable to City Council's Vision Statement.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Community and Economic Development  
Economic Development**

**Business Unit Mission Statement**

To foster an environment that creates a superior quality of life for its corporate citizens and residents by being receptive and responsive to the changing landscape of the local community and global economy.

**Description of Services Provided**

The Department of Economic Development has created a strategic plan that strives to build upon and continue the success by focusing attention on three key activities: Business development, product development and market development

- Business development is defined as programs that nurture business growth and investment. This is the core of economic development activities, which include business attraction, retention and expansion, and startup and emerging businesses.
- Market development involves activities that focus on recruiting individuals who will enhance the economy and enlarge the market area in which they could receive products and services.
- Product development includes investments that are maintained, upgraded or developed by labor and capital to improve the community. This may include downtown areas, gateways, business parks, or speculative buildings.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	295,209	395,375	-	357,584	357,584
Benefits	88,280	115,629	-	116,799	116,799
Other Operating Expenses	293,472	374,000	-	367,000	372,000
Internal Service Charges	55,123	59,750	-	58,082	65,485
Net Budget	<b>732,084</b>	<b>944,754</b>	-	<b>899,465</b>	<b>911,868</b>
Total Budget	<b>732,084</b>	<b>944,754</b>	-	<b>899,465</b>	<b>911,868</b>
Total Permanent Positions	6	6	6	6	6
Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
100 General Fund	732,084	944,754	-	899,465	911,868
Total Funding	<b>732,084</b>	<b>944,754</b>	-	<b>899,465</b>	<b>911,868</b>

**Strategic Goals**

Midtown Retail Redevelopment – The primary focus is developing the sites currently owned by EDA, Greater Portsmouth Development Corporation, and Portsmouth Redevelopment & Housing Authority; specifically, the former I. C. Norcom site and the residual acreage adjacent to the IHOP.

Victory Village – The master developer, Victory Crossing Developers, II, LLC has completed construction of the initial phase infrastructure for the City's first mixed use development. The 100-acre site represents the creation of an urban style development maximizing the redevelopment of what was once underdeveloped land. Victory Village will include Class A and B office space, hotels, retail space, and residential units. At a minimum, this new development will host 1,250,000 SF of improvements. These improvements will be further enhanced by the Fred W. Beazley Campus of Tidewater Community College (TCC) that encompasses 35 acres. The first phase of this new college campus consists of four buildings representing 183,000 SF. Classes began at the new TCC campus in January 2010.

Crawford Connector – Efforts will continue to pursue the development of the parcel referred to as the Crawford Connector. The property will serve to enhance the gateway into downtown while supporting growing tourism activity. The site is currently undeveloped and the EDA is seeking to enforce its contract with the developer.

The VPA took over operations of the APM terminal in Portsmouth and began a search for clients who would implement an adoptive reuse of PMT. This represents significant opportunity for the City and will be in focus over the next several years.

Other goals will be to identify land that can be acquired to facilitate commercial developments similar to those that have taken place in Port Centre Commerce Park. This area has accommodated the expansion of businesses in an area that is rich with incentives related to the zone designations. Additional space for commercial developments are essential to the growth and expansion of small to mid size companies in the City.

## **Community and Economic Development**

### **Economic Development**

#### **Outcomes and Accomplishments**

City Council named economic development its top priority late in 2009. A retreat was held in November of that year to kick off the three year initiative. A strategic plan highlighting action items from that plan was presented in March 2010. Pursuit of these items and initiatives will be the focus of the department during the biennial budget cycle.

Victory Village represents the city's first mixed-use development initiative. It is being developed as a high-quality, pedestrian-oriented environment and will provide the backdrop for a rich and vital urban experience for employers, workers, residents, students and visitors alike. This new development is being constructed on a 100-acre site in the Victory area of the city. The village will include office, residential, retail, hospitality and education venues. During FY09, construction began on the education component, the Fred W. Beazley Portsmouth Campus of Tidewater Community College. The initial phase of the college campus is 183,000 SF and opened to students in January 2010. Victory Village is expected to have a minimum of 1,250,000 SF of new facilities. Construction of the road way for the first phase of Victory Village is complete.

A new student center to be built by TCC is expected to begin construction in early 2011. The Developer has hired Divaris to represent the property to potential tenants. Sales to a firm proposing a new hotel and another for multi-family units are pending. Various marketing initiatives and production pieces have been completed.

Staff has enhanced partnerships with its primary economic development partners; VEDP, VDBA, VDHCD, HREDA, VPA and the consulting and brokerage communities. Building on these partnerships will continue.

Target industries were developed and numerous marketing outreach initiatives and missions took place focused on these.

A media campaign has been implemented focusing on highlighting the City's accomplishments over the past decade. This effort continues with the initiation of a billboard campaign and commercial television campaign aimed at residential consumers.

EDA and PPIC have been established as independent bodies with focus on economic development citywide (EDA) and the maritime industry specifically (PPIC). The City announced a major transload project on the Allied Site in 2010.

Two new multi-family developments were announced in Downtown. This accomplishment was a result of marketing outreach to a targeted industry sector. It achieves the additional goal of monetizing City owned real estate.

Two single-family developments were announced in Cradock and Port Norfolk. These were also the result of targeted outreach and the marketing of City owned property.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Community and Economic Development**

**Port Facility and Economic Development**

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Net Budget					
Total Budget					
Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Total Funding					

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Community and Economic Development  
Planning**

**Business Unit Mission Statement**

The Department of Planning's mission is to perform and provide support for programs and activities related to the physical development and use of the land in the City. These activities include, but are not limited to, the development of the City's Comprehensive Plan and the continual implementation of that plan, as well as reviewing and permitting land uses such as rezoning and use permits. The department provides staff support to a number of City Council and Circuit Court appointed boards and commissions including the Planning Commission, Historic Preservation Commission, the Downtown Design Committee, the Wetlands Board, the Board of Zoning Appeals, and the Craney Island Study Commission. The Department's Mission is also to effectively administer the Community Development Block Grant and HOME programs and to develop the five-year Consolidated Plan and Annual Action Plan for addressing Housing needs within the City. Also, the department represents the City at the regional and state level on issues such as Chesapeake Bay Preservation Act and transportation planning through the Hampton Roads District Commission.

**Description of Services Provided**

The Department of Planning provides services for programs and activities related to the physical development and the use of land within the City limits. This includes making recommendations and implementing policies and programs that assist in the administration of the City's land use, development, and environmental ordinances.

The department provides seven (7) core services to Portsmouth residents. These include:

Current Planning, Zoning Administration and Enforcement, Transportation Planning, Environmental Planning and Enforcement, Historic Preservation, Community Planning and Development Programs. Long Range, or Comprehensive Planning, is also provided.

By local, State and Federal law the following services are required:

- Serve as support staff for the Planning Commission, Historic Preservation Commission and Downtown Design Committee, Wetlands Board, and Board of Zoning Appeals
- Serve as the Subdivision Agent for the City
- Process applications for Use Permits and Rezonings
- Process applications for the subdivision of land
- Process applications for Code Amendments
- Process applications for construction projects in Historic Preservation areas
- Process applications for construction projects in the Downtown Districts
- Site Plan and Landscape review
- Administering the Community Development Block Grant and HOME program
- Developing the HUD required Five-year Consolidated Plan and Annual Action Plan
- Administering the Virginia Department of Transportation required 527 Traffic Impact Study Program
- Enforcement of Zoning Ordinance and Chesapeake Bay Protection Area regulations
- Enforcement of Virginia Wetlands and Historic Preservation District regulations
- Enforcement of the Downtown Design District regulations
- Maintaining and updating the City of Portsmouth Comprehensive Plan

Staff also provides support to the Urban Design Committee, Craney Island Study Commission, Cradock Advisory Group, Truxton Advisory Group, and numerous other Boards and Commissions.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Salaries	492,224	523,729	-	623,936	623,936
Benefits	147,463	163,057	-	221,780	221,780
Other Operating Expenses	858,849	673,500	-	673,500	673,500
Internal Service Charges	100,886	105,983	-	108,831	114,327
<b>Net Budget</b>	<b>1,599,422</b>	<b>1,466,269</b>	-	<b>1,628,047</b>	<b>1,633,543</b>
<b>Total Budget</b>	<b>1,599,422</b>	<b>1,466,269</b>	-	<b>1,628,047</b>	<b>1,633,543</b>
<b>Total Permanent Positions</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Community and Economic Development**

**Planning**

<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
100 General Fund	1,599,422	1,466,269	-	1,628,047	1,633,543
<b>Total Funding</b>	<b>1,599,422</b>	<b>1,466,269</b>	<b>-</b>	<b>1,628,047</b>	<b>1,633,543</b>

**Strategic Goals**

On-going strategic initiatives, in conjunction with other City Departments include the following:

- Maintain the stability of viable land use patterns.
- Pursue revitalization/redevelopment initiatives to:
  - a. Reverse obsolescence
  - b. Reduce land use conflicts
  - Continue planning for on-going Special FOCUS area initiatives
  - Promote mixed-use, pedestrian-friendly land use patterns
  - "Raise the bar" on development quality
  - Seek opportunities to convert tax exempt lands to productive uses that strengthen the City's tax base
  - Continuously assess historic district regulations (boundaries, standards, procedures, potential additional designations)
  - Identify opportunities to develop additional middle and upper income housing through planning and economic development activities
  - Utilize the full resources of the City to increase the diversity of the City's housing stock
  - Continue to implement on-going City housing and neighborhoods initiatives
  - Strengthen stable neighborhoods
  - Better integrate community facilities into the City's land use pattern
  - Investigate opportunities to relocate community facilities to less valuable location to support high value private development
  - Implement roadway network improvements to expand capacity and improve system efficiency
  - Work with Hampton Roads Transit to enhance transit service and usage in Portsmouth
  - Explore the possibility of a future light rail and mass transit linkages to the City
  - Coordinate transportation and land use strategies
  - Enhance communication with the public regarding the transportation system
  - Continue to work with the Elizabeth River Project and U.S. Navy on the Paradise Creek initiative
  - Continue to participate in the Chesapeake Bay Preservation Act Program and other state and federal initiatives to improve environmental quality
  - Continue to enforce and improve the City's floodplain management program in accordance with the Federal Emergency Management Agency's National Flood Insurance Program
  - Continue and expand Citywide beautification efforts

Short Term Goals and Initiatives (0-2 years)

- Continue to develop the Destination Portsmouth initiatives that will serve as the model for implementing the City's Comprehensive Plan.
- Revise the Zoning Ordinance/Subdivision regulations as needed
- Seek opportunities to convert tax exempt lands to productive use.
- Continue to develop and implement revitalization plans for Cradock, Truxton, and Brighton/Prentis Park/Prentis Place.
- Identify/prioritize roadway network improvements to expand capacity, improve system efficiency, and accelerate maintenance of substandard infrastructure (implementation of the Master Transportation Plan).
- Continue phased program of visual improvements to gateway entrances and roadway corridors.
- Continue inspection and the review of neighborhoods being developed with adopted "development standards" to include: Newport, Victory Village, Frederick Boulevard Corridor, and Jeffry Wilson Redevelopment

Long Term Goals and Mid/Long term Initiatives (0-2 years, 5+ years)

- Implement plans for First Phase Centers, Corridors, Special FOCUS areas and implement plans for First Phase neighborhoods.
- Initiate plans for Second Phase centers, corridors, Special FOCUS areas and implement plans for Second Phase neighborhoods.
- Secure funding sources for needed transportation system improvements.
- Implement visual improvements to gateway entrances and roadway corridors.
- Support additional regional transportation facilities needed to alleviate present and future congestion in Portsmouth.

## **Community and Economic Development**

### **Planning**

#### **Outcomes and Accomplishments**

During 2010, we completed the Comprehensive Rewrite of the City of Portsmouth's Zoning Regulations to include new regulations, procedures, and guidelines for the downtown and Uptown districts.

Other Comprehensive Plan implementation projects that were continued during 2010 are:

- FOCUS Cradock
  - a. Continue Supporting the Cradock Housing Advisory Committee
  - b. Assist PRHA in the purchase of blighted properties
- FOCUS Truxton
  - a. Truxton Advisory Committee
  - b. Development of the Portsmouth Boulevard modifications
  - c. Assist PRHA in the development of a conservation district
- Complete and implement Destination Portsmouth Downtown/Waterfront Master Plan
- Complete and implement Destination Portsmouth Form-Based Code Plan for High and London
- Complete and implement Destination Portsmouth DDC Plan
- Complete and implement Destination Portsmouth Master Transportation Plan
- Complete and implement Destination Portsmouth Zoning Ordinance update
- Complete and implement Destination Portsmouth Subdivision rewrite

Environmental Issues:

- Continued participation in the Community Rating Systems Program
- Development and Approval of the 2010 Floodplain Management Plan

Special Projects:

- Continued review of development projects in the MXEMP zoning district
- Completion of the land use controls for the redevelopment former Jeffry Wilson community and development of the initial phase of this redevelopment project

Outcome and Accomplishments:

Completion of the new zoning and subdivision ordinances which will enhance the quality of life and provide a foundation for the health, welfare and safety of citizens as outlined in the Comprehensive Plan.

Additional initiatives will include the continuation of the recommendations of the Master Transportation Plan, and the initiation and development of the following strategies:

- Infill Development
- Comprehensive Housing
- Neighborhood Preservation
- Downtown /Midtown connection

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Community and Economic Development**

**Convention and Visitor's Bureau**

**Description of Services Provided**

The Convention and Vistor's Bureau services have been merged with the Departments of Marketing and Communications and Parks, Recreation and Leisure Services.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Net Budget					
Total Budget					
Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Total Funding					

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Community and Economic Development**

**Willett Hall**

**Business Unit Mission Statement**

To enhance the quality of life for residents by providing quality arts and entertainment to the local community.

**Description of Services Provided**

Willett Hall is a 1,924 seat auditorium that provides entertainment of all varieties for the enjoyment of the community at large. The staff is involved in ticket sales, promotion, event planning and coordination. This includes outside promotions or rentals and city produced events. Staff works closely with promoters, technical personnel, advisors, vendors, and concessionaires. The events serve to enhance the quality of life for Portsmouth residents and offer many performances that cater to a wide array of audiences.

Willett Hall also serves as the host venue to many nonprofit cultural arts organizations including Portsmouth Community Concerts.

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Salaries	41,345	70,488	-	67,640	67,640
Benefits	3,163	5,781	-	5,547	5,547
Other Operating Expenses	119,041	303,825	-	303,825	303,825
Internal Service Charges	5,236	6,531	-	9,126	9,854
<b>Net Budget</b>	<b>168,785</b>	<b>386,625</b>	-	<b>386,138</b>	<b>386,866</b>
<b>Total Budget</b>	<b>168,785</b>	<b>386,625</b>	-	<b>386,138</b>	<b>386,866</b>

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
435 Willett Hall Fund	168,785	386,625	-	386,138	386,866
<b>Total Funding</b>	<b>168,785</b>	<b>386,625</b>	-	<b>386,138</b>	<b>386,866</b>

**Strategic Goals**

- To attract quality entertainment that reaches a broad spectrum of entertainment interests.
- To operate the venue in such a manner that revenues exceed expenditures.
- To increase ticket sales in order to provide revenue to the city through admission taxes earned on ticket sales.

**Outcomes and Accomplishments**

- Willett Hall has successfully served as a venue for entertainment in the Hampton Roads community.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Community and Economic Development  
Community Planning and Development Program**

**Business Unit Mission Statement**

To provide approved City activities through the provision of funds per the Department of Housing and Urban Development (HUD).

**Description of Services Provided**

Community Development Block Grant (CDBG): A federal grant program designed to provide eligible metropolitan cities and urban counties (called "entitlement communities") with annual direct grants that can be used to revitalize neighborhoods, expand affordable housing and economic opportunities and/or improve community facilities and services, principally to benefit low and moderate income citizens.

HOME Investment Partnership Program (HOME): A federal grant program designed to provide funds to local governments and states for new construction, rehabilitation, acquisition of standard housing, assistance to homebuyers and tenant based rental assistance.

Emergency Shelter Grants (ESG): A federal grant program designed to help improve the quality of existing homeless emergency shelters, to make available additional shelters to meet the cost of operating shelters, to provide essential social services to homeless individuals and to help prevent homelessness.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Other Operating Expenses	-	2,649,926	-	2,552,522	2,552,522
Net Budget	-	2,649,926	-	2,552,522	2,552,522
Total Budget	-	2,649,926	-	2,552,522	2,552,522
<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
910 Community Development	-	2,649,926	-	2,552,522	2,552,522
Total Funding	-	2,649,926	-	2,552,522	2,552,522

## **Community and Economic Development**

### **Community Planning and Development Program**

#### **Outcomes and Accomplishments**

- Over the last two years, the city has participated in the development of Clover Leaf apartments in the City of Virginia Beach, which is the second of the three regional Single Room Occupancy(SRO) projects. Dedication of the Clover Leaf Apartments was completed last fall. The City is now working with the Virginia Supportive Housing (VSH) and the regional partners on the development of South Bay Apartments, the third of the three regional SROs. South Bay Apartments will break ground on their site in Portsmouth this fall, developing 60 efficiency units. Portsmouth has coordinated the Memoranda of Understanding among the parties for environmental compliance and labor compliance and is working on completion of the Environmental Review Record for this project. The City has budgeted approximately \$209,000 of HOME funds in FY10 for the construction of the SRO.
- In FY09, the City was allocated \$705,492 of HOME funds. Funds were allocated for down payment assistance for tenant based rental assistance, housing rehabilitation, CCDI's First Time Homebuyer Program, development of rental units for the elderly, and program administration. \$184,000 of program income has been received during FY09.
- During the last two summers, the City and PRHA have partnered with World Changers Inc., a youth mission project affiliated with the Southern Baptist church, to provide housing rehabilitation. The City provides CDBG funds for purchase of materials and World Changers, Inc. provides volunteer labor consisting largely of high school students. In the summer of 2008, World Changers Inc. worked in the Cradock neighborhood to assist 15 households. During the summer of 2009, World Changes, Inc. worked in the Cradock and Truxton neighborhoods assisting 11 households.
- The City provided CDBG funds to the Department of Parks and Recreation to administer Mobile Kids Café and Senior Transportation Services. Mobile Kids Café offers hot meals along with homework assistance and recreational activities. From Oct to May, the program provided 60 meals daily in the Charlestowne and Cradock communities. In January 2009, the program was discontinued at Charlestowne and Ansell Gardens was added, where an average of 25 meals a day were provided through June 2009. Senior Transportation Services offers daily transportation for medical appointments, business appointments, hospitality, bereavement services, and social programs. During FY09, the program provided 10,043 van trips.
- CDBG funds were budgeted for PRHA to continue carrying out the Cradock Conservation Program consisting of acquisition and demolition of blighted multi-family structures. Land will be assembled for the development of single family owner occupied units. During the last year, four structures were purchased and two were demolished.
- CDBG funds were budgeted for comprehensive infrastructure improvements in support of the redevelopment of the Jeffry Wilson public housing site. PRHA is in the process of completing specifications for the program and plans to begin construction during the next year.

**City of Portsmouth**  
**Fiscal Year 2012 Adopted Budget**

**Community and Economic Development**

**New Port Community Development Authority**

**Business Unit Mission Statement**

The New Port Community Development Authority (CDA) is a nonprofit political subdivision of the Commonwealth of Virginia within the boundaries of the City of Portsmouth. The New Port CDA was established by ordinance in 2005 for the purpose of providing public infrastructure improvements through special assessments on taxable properties within the CDA District.

Financing of construction projects is not debt or other obligation of the City and does not constitute a pledge of faith and credit of the City, but is paid from special assessments levied by the CDA.

**Description of Services Provided**

Construction of improvements within the Community Development Authority (CDA) District includes sidewalks, fire hydrants, street and pedestrian lighting, landscaping, signage, water, and sewer services. These services support residential and commercial growth to serve the citizens of the City, support a wide range of housing options, promote economic development and redevelopment, and generate additional and diverse tax revenues for the City.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Other Operating Expenses	-	960,220	-	1,022,642	1,022,642
Net Budget	-	960,220	-	1,022,642	1,022,642
Total Budget	-	960,220	-	1,022,642	1,022,642
<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
630 New Port Community Development Authority	-	960,220	-	1,022,642	1,022,642
Total Funding	-	960,220	-	1,022,642	1,022,642

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Education**

**Business Center Index**

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**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Education**

**Business Center Vision**

All students will demonstrate knowledge, skills, character and civic responsibility. This will enable them to shape their own demands.

**Mission Statement**

For all students, the Portsmouth Public School mission is to provide a quality education. To this end Portsmouth city Public Schools will ensure:

- An effective instructional program
- A safe and orderly environment
- An atmosphere conducive to learning
- A motivated, committed and skilled staff

<b>Business Units</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Economic Stimulus	-	2,005,330	-	-	-
Public Education	-	164,990,386	-	165,777,950	165,777,950
<b>Total Budget</b>	<b>-</b>	<b>166,995,716</b>	<b>-</b>	<b>165,777,950</b>	<b>165,777,950</b>
<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
650 Economic Stimulus Fund	-	2,005,330	-	-	-
900 Portsmouth City Public Schools	-	164,990,386	-	165,777,950	165,777,950
<b>Total Funding</b>	<b>-</b>	<b>166,995,716</b>	<b>-</b>	<b>165,777,950</b>	<b>165,777,950</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Education**

**Public Education**

**Business Unit Mission Statement**

The mission of the Portsmouth Public Schools is to educate all students to meet high academic standards and to prepare all students for citizenship.

The City is providing \$49,571,413 and \$48,871,532 of local funds for FY12 and FY13 respectively.

**Description of Services Provided**

School Board Goals:

1. The primary purpose of all disciplines is for students to apply knowledge, facts, concepts and skills in new situations.
2. All schools will promote an environment conducive to learning in which all members of the school community practice the system's established policies.
3. Individual schools will operate in feeder patterns that provide consistent, comprehensive opportunities and early intervention strategies for students to acquire the knowledge and demonstrate sound physical, mental and emotional health.
4. Curriculum development and implementation, including staff development will be a dynamic process which supports student learning. A primary focus will be on reading, math, written and oral communication, science and social studies.
5. Schools will welcome and encourage involvement of parents, community members and businesses that directly support our educational goals. Working together, we will insure that all students develop the skills and abilities to be contributing members of the community.

<b>Expenditure Categories</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
Other Operating Expenses	-	164,990,386	-	<b>165,777,950</b>	165,777,950
Net Budget	-	<b>164,990,386</b>	-	<b>165,777,950</b>	<b>165,777,950</b>
Total Budget	-	<b>164,990,386</b>	-	<b>165,777,950</b>	<b>165,777,950</b>
<b>Funding Sources</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Adopted</b>	<b>FY 2011 Amended</b>	<b>FY 2012 Adopted</b>	<b>FY 2013 Planned</b>
900 Portsmouth City Public Schools	-	164,990,386	-	<b>165,777,950</b>	165,777,950
Total Funding	-	<b>164,990,386</b>	-	<b>165,777,950</b>	<b>165,777,950</b>

**City of Portsmouth**  
**Fiscal Year 2012 Adopted Budget**

**Education**

**Economic Stimulus**

Expenditure Categories	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
Other Operating Expenses	-	2,005,330	-	-	-
Net Budget	-	2,005,330	-	-	-
Total Budget	-	2,005,330	-	-	-

Funding Sources	FY 2010 Actual	FY 2011 Adopted	FY 2011 Amended	FY 2012 Adopted	FY 2013 Planned
650 Economic Stimulus Fund	-	2,005,330	-	-	-
Total Funding	-	2,005,330	-	-	-

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Business Center Index**

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## **Capital Improvements**

### **Mission Statement**

The Capital Improvement Program will strive to be reflective of efforts to manage competing capital needs while protecting the lasting financial sustainability of the City.

### **Description of Services Provided**

The Capital Improvement Program (CIP) is a five-year plan that addresses ongoing City infrastructure needs through replenishment and replacement projects. The CIP's first year, the capital budget, is the only appropriated year and subsequent years provide a plan for addressing future infrastructure needs with projected expenditures and resources.

The CIP is programmed in nine specific program areas:

- Water and Sewer – Through the Public Utilities Enterprise Fund, projects are funded for the water and sewer system replacement and renovation. The City water system is aging and requires ongoing repair and rehabilitation in order to secure the City's water supply.
- Drainage and Street Improvements – Through the Stormwater Fund and the Virginia Department of Transportation funding, there are a number of infrastructure improvement projects in this program grouping.
- Education – This program area is comprised of projects that are specifically school related. These include school building replacement and facility repairs. Funding for these projects comes from the City's local revenue, state lottery proceeds, and Virginia Public School Authority construction funds.
- Industrial and Economic Development – This area represents those projects providing for the community's economic vitality. These projects include gateways, pedestrian paths, neighborhood projects, and economic development support.
- Leisure Services – This program area is comprised of projects related to quality of life projects. These projects will improve the physical appearance of structures within the City's neighborhoods and improve recreational facilities throughout the City.
- Public Safety - This program area represents those projects providing infrastructure repairs to various public safety buildings such as renovations and improvements to fire station facilities.
- Municipal Facilities – As the municipal facilities continue to age and maintenance becomes expensive, there is an existing facility need for replacement and refurbishment particularly the City's courts facility. This funding also includes projects to meet the changing dynamics of residential and commercial densities and also new facilities.
- Parking CIP - This area represents projects providing replacement and renovations of City Parking Garages.
- Fleet Management - Through Master Lease funding, the City's vehicle fleet are replaced according to the Vehicle Service Center's vehicle life cycle replacement plan.

### **Strategic Plan**

Prioritization of the City's capital needs is essential in the development of the City's capital improvement program (CIP). The City created the CIP Development Team in order to review and analyze existing and future capital projects as well as potential funding strategies and options which must align with City Council's prioritization and the City's vision. This team utilizes benchmarked evaluation criteria to prioritize and recommend the capital budget and 5-year CIP.

The following ten criteria are considered when staff evaluates capital projects:

**Quality of Service:** Measures the extent a project affects the quality of a service. Quality of a service is defined as the efficiency and effectiveness of that service. A project must demonstrate the degree it positively affects the service's efficiency and effectiveness. A project demonstrating a high degree of impact on efficiency and effectiveness, i.e. the overall quality of the service, is awarded a high evaluation score.

**Consistency with Comprehensive Plan and City Council Vision:** Measures the extent a project is aligned with the Comprehensive Plan and City Council Vision. A project demonstrating its ability to address components of the Comprehensive plan, specifically the plan's Action Initiatives and Governance Policies on Fiscal Strength, is awarded a high evaluation score.

**City of Portsmouth  
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## **Capital Improvements**

**Availability of Alternative Financing Sources:** Measures the extent a project is financed through non-city funding sources. Non-city funding sources include, but are not limited to, private investment, and federal, state or local grants. A project demonstrating ability to generate a larger percentage of non-city project cost funding is awarded a higher evaluation score.

**Mandates or Other Legal Requirements:** Measures the extent in which the City is legally bound in allocating resources to implement a project. Evaluation scores are based upon a project's supporting legal documentation. A project legally bound, e.g. federal, state and local mandate, is awarded a high evaluation score. Ratified contractual agreements with escape clauses are awarded a score of 4 and contractual agreements without an escape clause are awarded a score of 5.

**Documented Community Environmental Quality (External):** Measures the extent a project positively affects the City's external environmental quality. Supporting documentation must accompany a project's claim. A project demonstrating a direct positive external environmental improvement is awarded a high evaluation score.

**Extent of Impact:** Measures the number of affected citizens by the project. A project demonstrating ability to impact a large percentage of the population is awarded a high evaluation score.

**Project Readiness:** Measures the extent a project is capable of moving beyond the planning stage; ability of project to proceed (i.e. acquiring appropriate approvals, financing and land acquisitions). A project demonstrating its ability to proceed forward, i.e. resolve any or all obstacles to implementation, is awarded a high evaluation score.

**Operational Budget Impact:** Measures the extent a project impacts current programs and services as well as the City's operating budget flexibility. Evaluation scores are based upon the project's ability to minimize operational budget impact and generate City revenue. A project demonstrating its ability to positively impact the operational budget, through the generation of significant City revenue, is awarded a high evaluation score. Significant revenue is defined as greater than or equal to 10% of the project cost.

**Health and Safety (Internal):** Measures the extent a project provides increased user health and or safety. Evaluation scores are based upon whether the project maintains current health and safety standards, whether the project alleviates some actual health and or safety issue, or whether the health and or safety issue is urgent and needs immediate attention. A project demonstrating its ability to address actual and urgent safety and or health issues is awarded a high evaluation score.

**Project Linkage:** Measures the extent a project is related or linked to other CIP projects. Evaluation scores are based upon the degree and extent of impact the project has on other CIP projects (i.e. whether the project compliments or is essential to other CIP projects, and whether the project impacts one or more CIP projects). A project demonstrating its essential nature for the completion of multiple CIP projects is awarded a high evaluation score.

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Sewer**

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**City of Portsmouth  
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**Capital Improvements  
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**City of Portsmouth  
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**City of Portsmouth  
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**Capital Improvements  
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**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Appropriations Plan Summary**

Project Categories	Appropriated To Date	FY 2012 Adopted	Un-Appropriated Subsequent Years			FY 2016	5 Year Total	CIP Total
			FY 2013	FY 2014	FY 2015			
Sewer	32,743,329	<b>7,900,000</b>	8,600,000	15,300,000	15,800,000	16,200,000	63,800,000	96,543,329
Water	97,527,414	<b>10,350,000</b>	16,100,000	34,300,000	36,600,000	32,100,000	129,450,000	226,977,414
Drainage and Street Improvements	62,251,071	<b>5,250,182</b>	7,069,174	4,757,668	7,989,235	14,564,921	39,631,180	101,882,251
Education	19,324,378	<b>1,375,000</b>	1,375,000	1,375,000	1,375,000	-	5,500,000	24,824,378
Industrial and Economic Development	23,588,478	<b>705,320</b>	4,060,973	233,972	243,330	253,063	5,496,658	29,085,136
Leisure Services	18,099,468	<b>270,400</b>	281,216	292,466	445,000	305,000	1,594,082	19,693,550
Municipal Facilities	77,840,551	<b>34,882,736</b>	13,458,045	9,782,659	1,015,000	810,000	59,948,440	137,788,991
Contingency	615,659	-	-	-	-	-	-	615,659
Parking Authority CIP	2,126,774	<b>216,320</b>	474,973	1,833,972	1,750,000	250,000	4,525,265	6,652,039
Fleet Management	6,458,049	<b>3,206,224</b>	2,053,877	2,245,771	3,628,410	4,340,654	15,474,936	21,932,985
Total Project Cost	<b>340,575,171</b>	<b>64,156,182</b>	<b>53,473,258</b>	<b>70,121,508</b>	<b>68,845,975</b>	<b>68,823,638</b>	<b>325,420,561</b>	<b>665,995,732</b>

Means of Financing	Appropriated To Date	FY 2012 Adopted	Un-Appropriated Subsequent Years			FY 2016	5 Year Total	CIP Total
			FY 2013	FY 2014	FY 2015			
Federal Funding-Grants	396,270	-	-	-	-	1,700,000	1,700,000	2,096,270
Local Contribution	3,687,000	-	-	-	-	-	-	3,687,000
Education Bonds-VPSA-QSCB (Economic Stimulus)	17,222,170	-	-	-	-	-	-	17,222,170
General Obligation Bonds	124,070,774	<b>9,138,704</b>	15,822,127	11,714,483	6,075,114	11,115,533	53,865,961	177,936,735
State Funding-VDOT	300,000	-	-	-	-	-	-	300,000
General Obligation Notes	-	<b>25,000,000</b>	-	-	-	-	25,000,000	25,000,000
Transfer from Stormwater Fund	21,091,968	<b>3,317,451</b>	3,317,451	3,317,451	3,317,451	3,317,451	16,587,255	37,679,223
Transfer from Public Utilities Fund	6,368,255	<b>5,000,000</b>	5,000,000	5,000,000	5,000,000	5,000,000	25,000,000	31,368,255
Sale of Timber	534,313	-	-	-	-	-	-	534,313
Other - Federal Funding	10,210,350	-	-	-	-	-	-	10,210,350
Harbor Center Pavilion Ticket Sales	283,070	<b>50,000</b>	50,000	50,000	50,000	50,000	250,000	533,070
Transfer from General Fund	11,254,364	<b>2,000,000</b>	2,000,000	-	2,000,000	-	6,000,000	17,254,364
State-Other Categorical Aid	445,000	-	-	-	-	-	-	445,000
State Funding-Grants	300,000	-	-	-	-	-	-	300,000
Public Utilities General Obligation Bonds	117,931,325	<b>13,250,000</b>	19,700,000	44,600,000	47,400,000	43,300,000	168,250,000	286,181,325
Interest Earnings	781,750	-	-	-	-	-	-	781,750
Other-Economic Stimulus-PU	4,808,250	-	-	-	-	-	-	4,808,250
Transfer from Parking Authority Operating	165,239	-	-	-	-	-	-	165,239
State Lottery Funds	383,469	-	-	-	-	-	-	383,469
State Construction Funds	343,739	-	-	-	-	-	-	343,739
Trans from Gen Fund to Capital Reserve - Courts	2,577,572	<b>1,818,803</b>	1,818,803	1,818,803	-	-	5,456,409	8,033,981
Other - Local Funding	354,887	-	-	-	-	-	-	354,887
Master Lease Revenue	6,458,049	<b>3,206,224</b>	2,053,877	2,245,771	3,628,410	4,340,654	15,474,936	21,932,985
Transfers from Schools(Capital Reserve Simondale School)	1,375,000	<b>1,375,000</b>	1,375,000	1,375,000	1,375,000	-	5,500,000	6,875,000
Sale of Property	8,582,357	-	2,336,000	-	-	-	2,336,000	10,918,357
Other - State Funding	650,000	-	-	-	-	-	-	650,000
Total Funding	<b>340,575,171</b>	<b>64,156,182</b>	<b>53,473,258</b>	<b>70,121,508</b>	<b>68,845,975</b>	<b>68,823,638</b>	<b>325,420,561</b>	<b>665,995,732</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Sewer**

<b>Project Title</b>	<b>Appropriated To Date</b>	<b>FY 2012 Adopted</b>	<i>Un-Appropriated Subsequent Years</i>				<b>5 Year Total</b>	<b>CIP Total</b>
			<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>		
Brighton/South Portsmouth	279,260	-	-	-	-	-	-	279,260
Camden Avenue Sewer Rehabilitation	2,685,000	-	-	-	-	-	-	2,685,000
Miscellaneous Improvements - Sewer	6,826,016	<b>3,200,000</b>	3,300,000	3,500,000	3,600,000	3,800,000	17,400,000	24,226,016
Sanitary Sewer Overflow Elimination Program	8,600,000	<b>4,000,000</b>	4,500,000	8,000,000	8,400,000	8,500,000	33,400,000	42,000,000
Sewer Cave-in Repair	4,834,763	<b>700,000</b>	800,000	800,000	800,000	900,000	4,000,000	8,834,763
Suction Well Rehabilitation	7,018,290	-	-	3,000,000	3,000,000	3,000,000	9,000,000	16,018,290
Williams Court Outlet Sewer Rehabilitation	2,500,000	-	-	-	-	-	-	2,500,000
Total Project Cost	<b>32,743,329</b>	<b>7,900,000</b>	<b>8,600,000</b>	<b>15,300,000</b>	<b>15,800,000</b>	<b>16,200,000</b>	<b>63,800,000</b>	<b>96,543,329</b>
<b>Debt Funding</b>								
Public Utilities General Obligation Bonds	27,349,813	<b>5,400,000</b>	6,100,000	12,800,000	13,300,000	13,700,000	51,300,000	78,649,813
<b>Other Funding</b>								
Sale of Timber	230,000	-	-	-	-	-	-	230,000
<b>Transfers</b>								
Transfer from Public Utilities Fund	5,163,516	<b>2,500,000</b>	2,500,000	2,500,000	2,500,000	2,500,000	12,500,000	17,663,516
Total Funding	<b>32,743,329</b>	<b>7,900,000</b>	<b>8,600,000</b>	<b>15,300,000</b>	<b>15,800,000</b>	<b>16,200,000</b>	<b>63,800,000</b>	<b>96,543,329</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Sewer**

<b>Project:</b> 22207	<b>Title:</b> Brighton/South Portsmouth	<b>Status:</b> Active Project						
<b>Comprehensive Plan Information</b>								
CIE Project: LOS/Concurrency:	Plan Reference: Project Need: Growth, Other	District: Location: Undefined						
<b>Programmed Funding</b>								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding
279,260	279,260	0	0	0	0	0	0	0
<b>Description and Scope</b>								
In conjunction with the Department of Engineering's neighborhood infrastructure improvements, this project provides funding for the Public Utilities portion to rehabilitate/replace water and sanitary sewer lines in Brighton/South Portsmouth.								
<b>Rationale</b>								
<b>Funding Strategy</b>								
<b>Project Map</b>								
	<b>Schedule of Activities</b>							
<b>Project Activities</b>		<b>From - To</b>						
Project Management		07/04 - 06/05						
		279,260						
<b>Total Budgetary Cost Estimate:</b>		279,260						
<b>Means of Financing</b>								
<b>Funding Source</b>		<b>Amount</b>						
Public Utilities General Obligation Bonds		279,260						
<b>Total Programmed Funding:</b>		279,260						
<b>Future Funding Requirements:</b>		0						

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Sewer**

<b>Project:</b> 19407	<b>Title:</b> Camden Avenue Sewer Rehabilitation	<b>Status:</b> Active Project						
<b>Comprehensive Plan Information</b>		<b>Project Location</b>						
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: CC Vision - Neighborhood Project Need: N/A	District: Location: Prentis Park Neighborhood & Brighton Neighborhood						
<b>Programmed Funding</b>								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding
2,685,000	2,685,000	0	0	0	0	0	0	0

**Description and Scope**

The Camden Avenue Gravity Sewage Collection System is a major sewage collection main that consists of 9,431 linear feet of 18-inch, 30-inch and 36-inch reinforced concrete pipe and 40 sanitary sewer manholes. The system traverses northeast from the intersection of George Washington Highway and Hanbury Avenue along Suburban Parkway and north along Oak Street and discharges into Hampton Roads Sanitation District's Camden Avenue Pumping Station. This project provides for the rehabilitation of this important sewage collection main.

**Rationale**

An integrity inspection of this pipeline conducted in June 1999 found the main in a deteriorated condition and recommended a five (5) phased rehabilitation program. The first phase of this project was bid in January 2004. Failure of this main could have major environmental and public health consequences.

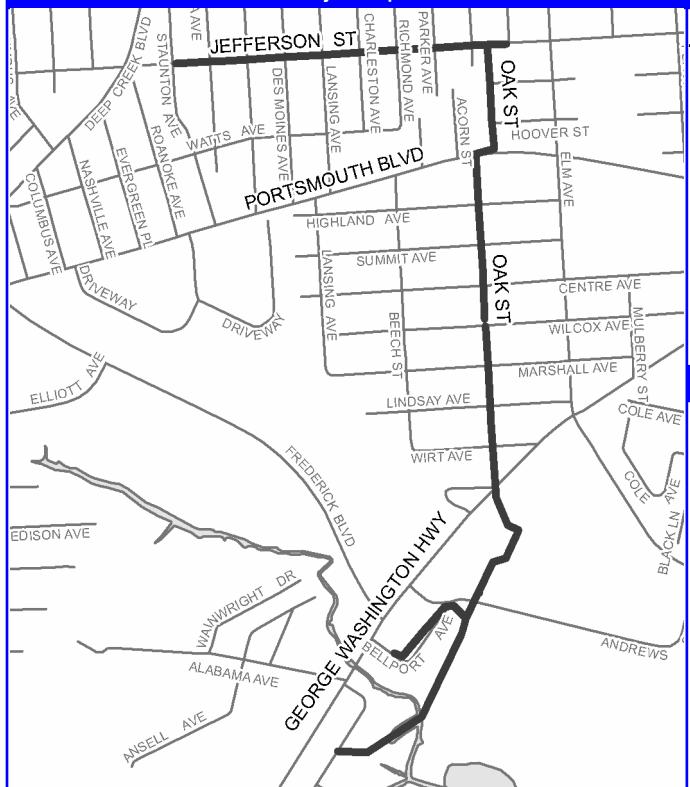
**Funding Strategy**

- Design was accomplished in FY 2002-03; Rehabilitation will be accomplished in five phases with the first phase bid in January 2004.
- Base document for the project is the Rodman Avenue and Camden Avenue Sewer Rehabilitation Evaluation, which was completed in December 1999. Rehabilitation of the Rodman Avenue Sewer has already been accomplished.
- Final phase 5 of project will be completed in FY12

**Operating Budget Impacts**

This project will reduce the possibility of failure of a major sewer system and resulting sewer overflows which would have major environmental and public health consequences.

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Project Management		1,489,000
Design	07/06 - 06/08	119,600
Construction	07/06 - 06/08	1,076,400
<b>Total Budgetary Cost Estimate:</b>		2,685,000

**Means of Financing**

Funding Source	Amount
Public Utilities General Obligation Bonds	2,685,000
<b>Total Programmed Funding:</b>	
<b>Future Funding Requirements:</b>	0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Sewer**

<b>Project:</b> 19207	<b>Title:</b> Miscellaneous Improvements - Sewer			<b>Status:</b> Active Project										
<b>Comprehensive Plan Information</b>				<b>Project Location</b>										
CIE Project: LOS/Concurrency:	Plan Reference: Project Need: Growth, Other			District: Location: Undefined										
<b>Programmed Funding</b>														
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding						
24,226,016	6,826,016	3,200,000	3,300,000	3,500,000	3,600,000	3,800,000	0							
<b>Description and Scope</b>														
The Department of Public Utilities is responsible for the operation and maintenance of 61 wastewater pumping stations. This project provides major equipment, controls and pump replacement for five of the major pumping stations.														
<b>Rationale</b>														
<b>Funding Strategy</b>														
<b>Project Map</b>				<b>Schedule of Activities</b>										
				Project Activities	From - To	Amount								
				Project Management	07/04 - 06/15	24,226,016								
				<b>Total Budgetary Cost Estimate:</b> 24,226,016										
<b>Means of Financing</b>														
Funding Source	Amount													
Public Utilities General Obligation Bonds	6,562,500													
Transfer from Public Utilities Fund	17,663,516													
				<b>Total Programmed Funding:</b> 24,226,016										
				<b>Future Funding Requirements:</b> 0										

**VARIOUS  
LOCATIONS  
CITYWIDE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Sewer**

<b>Project:</b> 19507	<b>Title:</b> Sanitary Sewer Overflow Elimination Program	<b>Status:</b> Active Project						
<b>Comprehensive Plan Information</b>		<b>Project Location</b>						
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: CC Vision - Neighborhood Project Need: N/A	District: Location: Citywide						
<b>Programmed Funding</b>								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	FY 2014	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2015	FY 2016	Future Funding
42,000,000	8,600,000	4,000,000	4,500,000	8,000,000	8,400,000	8,500,000	0	

**Description and Scope**

The objective of this program is to markedly reduce the overflows of sewage caused by the infiltration or inflow of ground or rain water into Portsmouth's sanitary sewer system as required by the Federal Clean Water Act and under the conditions of a voluntary consent order negotiated by the Hampton Roads localities with the State Department of Environmental Quality.

**Rationale**

This project is a result of a voluntary consent order with the State Department of Environmental Quality. The capacity of wastewater components such as mains and pump stations is finite. Infiltration and inflow of ground or rain water takes up the capacity of these components reserved for wastewater, and can cause sewage overflow. This can result in increased maintenance and capacity costs to customers, and poses a potential health risk to the public.

**Funding Strategy**

The first step in this program will be to conduct a city-wide Sanitary Sewer System Evaluation Study (SSES) to identify, categorize and prioritize sanitary sewer deficiencies and the necessary actions, phasing, and costs to correct them. This 18-24 month process will be followed by phased, multi-year corrective activities. FY2014 will see significant increases due to start up of projects mandated once the SSES is approved.

**Operating Budget Impacts**

Project will reduce the annual maintenance requirements, provide for reliable operations and reduce the potential for sanitary sewage overflows.

**Project Map**

**Schedule of Activities**

Project Activities	From - To	Amount
Project Management	07/06 - 06/08	1,850,000
Design	07/06 - 06/15	3,390,000
Construction	07/08 - 06/15	36,760,000

**Total Budgetary Cost Estimate:** 42,000,000

**Means of Financing**

Funding Source	Amount
Public Utilities General Obligation Bonds	42,000,000

**Total Programmed Funding:** 42,000,000  
**Future Funding Requirements:** 0

MAP NOT  
APPLICABLE

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Sewer**

<b>Project:</b> 19307	<b>Title:</b> Sewer Cave-in Repair			<b>Status:</b> Active Project				
<b>Comprehensive Plan Information</b>				<b>Project Location</b>				
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: CC Vision - Neighborhood Project Need: N/A		District: Location: Citywide					
<b>Programmed Funding</b>								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	FY 2014	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2015	FY 2016	Future Funding
8,834,763	4,834,763	700,000	800,000	800,000	800,000	900,000	0	
<b>Description and Scope</b>								
<p>The Department of Public Utilities is responsible for the operation &amp; maintenance of approximately 436 miles of sewer mains, manholes, force mains, valves, sewer laterals and other sewage collection components. 72% of Portsmouth's sewage system is at the end of its useful engineering life. This project provides for the replacement and or rehabilitation of minor segments of the failing sewage system, using both in-house forces and outside contractors.</p>								
<b>Rationale</b>								
<p>Sanitary sewer failures disrupt service to customers, cause overflows which create public health and environmental problems and cause the overlying streets and property to fail.</p>								
<b>Funding Strategy</b>								
<p>This is an on-going project that is necessary for the proper operation of the system due to failures caused by age and deterioration.</p>								
<b>Operating Budget Impacts</b>								
<p>Project will reduce the annual maintenance requirements, provide for reliable operations and reduce the potential for sanitary sewage overflows.</p>								
<b>Project Map</b>				<b>Schedule of Activities</b>				
				<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>		
				Construction	07/06 - 06/15	8,834,763		
				<b>Total Budgetary Cost Estimate:</b> 8,834,763				
				<b>Means of Financing</b>				
				<b>Funding Source</b>	<b>Amount</b>			
				Public Utilities General Obligation Bonds	8,604,763			
				Sale of Timber	230,000			
				<b>Total Programmed Funding:</b> 8,834,763				
				<b>Future Funding Requirements:</b> 0				

**VARIOUS  
LOCATIONS  
CITYWIDE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Sewer**

<b>Project:</b> 19007	<b>Title:</b> Suction Well Rehabilitation	<b>Status:</b> Active Project						
<b>Comprehensive Plan Information</b>		<b>Project Location</b>						
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: CC Vision - Neighborhood Project Need: N/A	District: Location: Undefined						
<b>Programmed Funding</b>								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding
16,018,290	7,018,290	0	0	3,000,000	3,000,000	3,000,000	0	

**Description and Scope**

The Department of Public Utilities is responsible for the operation & maintenance of an extensive wastewater collection system, of which 72% is at the end of its useful engineering life. Included in the wastewater collection system is 10 miles of vacuum sewer piping and 29 sewer suction wells, which serve the older Downtown, Midtown, Westhaven and Glenshellah portions of the City. This project provides for replacement and/or rehabilitation of the vacuum sewer piping and suction wells.

**Rationale**

- The vacuum sewer system ranges in age from 52 to 77 years old and exposure to a harsh wastewater environment has caused extensive deterioration of this system.
- Planned, phased expenditures are necessary to maintain this system's operation and prevent failure which could have both public health and environmental consequences.

**Funding Strategy**

This is an on-going project that will continue until the vacuum lines and suction wells have been rehabilitated and/or replaced. A Master Plan Study to set the range of rehabilitation costs and priorities was completed in FY '03-04. A pilot program to replace one section of the system, refining rehabilitation methods and costs was performed in FY04-05. A phased rehabilitation and/or replacement of the system over the next 7 year period begins in FY 05-06.

**Operating Budget Impacts**

Project will reduce the annual maintenance requirements, provide for reliable operations and reduce the potential for sanitary sewage overflows.

**Project Map**

**Schedule of Activities**

Project Activities	From - To	Amount
Construction	07/06 - 06/15	16,018,290
<b>Total Budgetary Cost Estimate:</b>		16,018,290
<b>Means of Financing</b>		
Funding Source	Amount	
Public Utilities General Obligation Bonds		16,018,290
<b>Total Programmed Funding:</b>		16,018,290
<b>Future Funding Requirements:</b>		0

**VARIOUS  
LOCATIONS  
CITYWIDE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Sewer**

<b>Project:</b> 19009	<b>Title:</b> Williams Court Outlet Sewer Rehabilitation	<b>Status:</b> Active Project																		
<b>Comprehensive Plan Information</b>		<b>Project Location</b>																		
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: CC Vision - Neighborhood Project Need: N/A	District: Location: Behind the former Cradock High School, 4300 GWH																		
<b>Programmed Funding</b>																				
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding												
2,500,000	2,500,000	0	0	0	0	0	0	0												
<b>Description and Scope</b>																				
This project involves rehabilitation of the 27-inch concrete sewer main which conveys wastewater from the Williams Court area to the Camden Avenue Pump Station. Rehabilitation to involve lining of approx. 3000 LF of sewer and associated manholes.																				
<b>Rationale</b>																				
Investigation of the sewer line during cleaning operations show that the top of the concrete pipe has eroded away due to the release of hydrogen sulfide gas during turbulent wastewater flow. If left unchecked, resulting sanitary sewer overflows would have major public health and environmental issues.																				
<b>Funding Strategy</b>																				
Funding to come from Public Utilities General Obligation Bonds.																				
<b>Operating Budget Impacts</b>																				
Project would minimize operating costs for Public Utilities.																				
<b>Project Map</b>			<b>Schedule of Activities</b>																	
			<table border="1"> <thead> <tr> <th>Project Activities</th><th>From - To</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>Project Management</td><td>07/08 - 06/11</td><td>150,000</td></tr> <tr> <td>Design</td><td>07/08 - 06/09</td><td>100,000</td></tr> <tr> <td>Construction</td><td>07/08 - 06/11</td><td>2,250,000</td></tr> </tbody> </table>						Project Activities	From - To	Amount	Project Management	07/08 - 06/11	150,000	Design	07/08 - 06/09	100,000	Construction	07/08 - 06/11	2,250,000
Project Activities	From - To	Amount																		
Project Management	07/08 - 06/11	150,000																		
Design	07/08 - 06/09	100,000																		
Construction	07/08 - 06/11	2,250,000																		
			Total Budgetary Cost Estimate: 2,500,000																	
<b>Means of Financing</b>																				
			<table border="1"> <thead> <tr> <th>Funding Source</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>Public Utilities General Obligation Bonds</td><td>2,500,000</td></tr> </tbody> </table>						Funding Source	Amount	Public Utilities General Obligation Bonds	2,500,000								
Funding Source	Amount																			
Public Utilities General Obligation Bonds	2,500,000																			
			Total Programmed Funding: 2,500,000																	
			Future Funding Requirements: 0																	

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Water**

<b>Project Title</b>	<b>Appropriated To Date</b>	<b>FY 2012 Adopted</b>	<b>Un-Appropriated Subsequent Years</b>			<b>FY 2016</b>	<b>5 Year Total</b>	<b>CIP Total</b>
			<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>			
Dam Upgrades	-	<b>2,000,000</b>	2,000,000	1,500,000	-	-	5,500,000	5,500,000
Deep Well Repairs	108,000	-	-	-	-	-	-	108,000
Downtown Master Utility Replacement Program	16,900,000	-	-	3,700,000	3,900,000	4,000,000	11,600,000	28,500,000
Infrastructure Improvements	44,577,751	<b>2,500,000</b>	4,000,000	8,000,000	8,500,000	8,800,000	31,800,000	76,377,751
Lake Cahoon Raw Water Pump Station and Pipeline	800,000	-	-	-	8,000,000	2,000,000	10,000,000	10,800,000
Lake Kilby Raw Water Pumping Station Replacement	7,749,000	-	-	-	-	-	-	7,749,000
Lake Kilby Replacement Filters 1-10	1,600,000	-	1,000,000	15,000,000	10,000,000	10,000,000	36,000,000	37,600,000
Low Pressure Transmission Mains	3,250,000	<b>1,000,000</b>	4,000,000	4,000,000	4,000,000	5,000,000	18,000,000	21,250,000
Meter Replacement Program	4,249,000	<b>2,750,000</b>	3,000,000	-	-	-	5,750,000	9,999,000
Miscellaneous Water Work	2,185,616	<b>600,000</b>	600,000	600,000	600,000	700,000	3,100,000	5,285,616
Replacement of Water Plant Equipment	8,143,914	<b>1,500,000</b>	1,500,000	1,500,000	1,600,000	1,600,000	7,700,000	15,843,914
Timber Management Program	184,313	-	-	-	-	-	-	184,313
Water Main Replacement	1,646,320	-	-	-	-	-	-	1,646,320
Water Plant Residuals Management and Disposal	6,133,500	-	-	-	-	-	-	6,133,500
Total Project Cost	<b>97,527,414</b>	<b>10,350,000</b>	<b>16,100,000</b>	<b>34,300,000</b>	<b>36,600,000</b>	<b>32,100,000</b>	<b>129,450,000</b>	<b>226,977,414</b>
<b>Debt Funding</b>								
Public Utilities General Obligation Bonds	90,581,512	<b>7,850,000</b>	13,600,000	31,800,000	34,100,000	29,600,000	116,950,000	207,531,512
<b>Federal Funding</b>								
Other-Economic Stimulus-PU	4,808,250	-	-	-	-	-	-	4,808,250
<b>Other Funding</b>								
Other - Federal Funding	626,800	-	-	-	-	-	-	626,800
Other - Local Funding	1,800	-	-	-	-	-	-	1,800
Sale of Timber	304,313	-	-	-	-	-	-	304,313
Other Funding Funding	<b>932,913</b>	-	-	-	-	-	-	<b>932,913</b>
<b>Transfers</b>								
Transfer from Public Utilities Fund	1,204,739	<b>2,500,000</b>	2,500,000	2,500,000	2,500,000	2,500,000	12,500,000	13,704,739
Total Funding	<b>97,527,414</b>	<b>10,350,000</b>	<b>16,100,000</b>	<b>34,300,000</b>	<b>36,600,000</b>	<b>32,100,000</b>	<b>129,450,000</b>	<b>226,977,414</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Water**

<b>Project:</b> 20112	<b>Title:</b> Dam Upgrades			<b>Status:</b> Active Project								
<b>Comprehensive Plan Information</b>				<b>Project Location</b>								
CIE Project: LOS/Concurrency:	<b>Plan Reference:</b> <b>Project Need:</b> Growth, Other			District: Location:								
<b>Programmed Funding</b>												
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding				
5,500,000	0	2,000,000	2,000,000	1,500,000	0	0	0	0				
<b>Description and Scope</b>												
These are several upgrades and improvements spread over a 3 year period at dams in Suffolk Lakes. New Regulatory requirements require localities to enhance and strengthen earthen dams to meet new potential hazard requirements.												
<b>Rationale</b>												
The City is currently operating under conditional certificates until work is completed that meets the new guidelines.												
<b>Funding Strategy</b>												
City to issue Bonds in FY11/12												
<b>Project Map</b>				<b>Schedule of Activities</b>								
				Project Activities	From - To	<b>Amount</b>						
				Project Management		5,500,000						
						<b>Total Budgetary Cost Estimate:</b> 5,500,000						
				<b>Means of Financing</b>								
				Funding Source	<b>Amount</b>							
				Public Utilities General Obligation Bonds	5,500,000							
				<b>Total Programmed Funding:</b> 5,500,000								
				<b>Future Funding Requirements:</b> 0								

NO MAP  
REQUIRED

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Water**

<b>Project:</b> 22607	<b>Title:</b> Deep Well Repairs			<b>Status:</b> Active Project								
<b>Comprehensive Plan Information</b>				<b>Project Location</b>								
CIE Project: LOS/Concurrency:	Plan Reference: Project Need: Growth, Other			District: Location: Undefined								
<b>Programmed Funding</b>												
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding				
108,000	108,000	0	0	0	0	0	0	0				
<b>Description and Scope</b>												
To supplement its surface supply, the Department of Public Utilities operates five deep wells. This project provides funding for life extension and deep well pump, motor and appurtenance replacement.												
<b>Rationale</b>												
<b>Funding Strategy</b>												
<b>Project Map</b>				<b>Schedule of Activities</b>								
				Project Activities	From - To	<b>Amount</b>						
				Project Management	07/04 - 06/05	108,000						
				<b>Total Budgetary Cost Estimate:</b> 108,000								
<b>Means of Financing</b>												
				Funding Source	<b>Amount</b>							
				Public Utilities General Obligation Bonds	108,000							
				<b>Total Programmed Funding:</b> 108,000								
				<b>Future Funding Requirements:</b> 0								

**VARIOUS  
LOCATIONS  
CITYWIDE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Water**

<b>Project:</b> 21907	<b>Title:</b> Downtown Master Utility Replacement Program	<b>Status:</b> Active Project						
<b>Comprehensive Plan Information</b>		<b>Project Location</b>						
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: CC Vision - Neighborhood Project Need: N/A	District: Location: Downtown Portsmouth						
<b>Programmed Funding</b>								
<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>Future Funding</b>
28,500,000	16,900,000	0	0	3,700,000	3,900,000	4,000,000	0	

**Description and Scope**

The Downtown Area contains some of Portsmouth oldest water and wastewater system components. Replacement of aged and inadequate water distribution and wastewater collection and conveyance systems in the Downtown Area are required to support the redevelopment of this critical area as envisioned by the Downtown Strategic Plan prepared by Urban Design Associates. Expected limits of the area are the Elizabeth River on the east, Crawford Parkway on the north, Chestnut Street/Fort Lane on the west, and I-264 on the south.

**Rationale**

The average age of these water and wastewater components is 100 years, well beyond their useful life. In order to adequately support the proposed redevelopment, replacement of these components is critical.

**Funding Strategy**

Phasing of this project will be tied to the redevelopment phases outlined in the Downtown Strategic Plan. The first phase will be to prepare construction documents for the entire phased project followed by a multi-year construction implementation program.

**Operating Budget Impacts**

This project will reduce the possibility of major water and sewer system failures in the Downtown area, decreasing maintenance requirements as more piping is replaced.

**Project Map**



**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Design	07/06 - 06/12	2,965,000
Construction	07/06 - 06/15	25,535,000

**Total Budgetary Cost Estimate:** 28,500,000

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
Public Utilities General Obligation Bonds	28,500,000

**Total Programmed Funding:** 28,500,000  
**Future Funding Requirements:** 0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Water**

<b>Project:</b> 20007	<b>Title:</b> Infrastructure Improvements	<b>Status:</b> Active Project																		
<b>Comprehensive Plan Information</b>		<b>Project Location</b>																		
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: CC Vision - Neighborhood Project Need: N/A	District: Location: Citywide(Include Prentisspark Waterline Project)																		
<b>Programmed Funding</b>																				
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	FY 2014	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2015	FY 2016	Future Funding												
76,377,751	44,577,751	2,500,000	4,000,000	8,000,000	8,500,000	8,800,000	0													
<b>Description and Scope</b>																				
<p>The Department of Public Utilities has developed an aggressive program for replacing or rehabilitating the water and sewer infrastructure throughout the City, one neighborhood at a time. This work is based upon the age and condition of the neighborhood's water and sewer infrastructure.</p>																				
<b>Rationale</b>																				
<ul style="list-style-type: none"> <li>•Approximately 63% of Portsmouth's neighborhood water and sewer infrastructure is past its useful life. The age and condition of the water mains pose potential water quality problems and real problems with pressure, flow and leakage. The age and condition of the sewer lines pose potential leakage and cave-in problems, which can impede sewage flow and cause backups.</li> <li>•The Master Infrastructure Rehabilitation Plan, the Strategic Financial Plan and the Asset Replacement Valuation Study of the Department of Public Utilities all support this project.</li> </ul>																				
<b>Funding Strategy</b>																				
<ul style="list-style-type: none"> <li>•This is an on-going project that will continue until all water mains that are past their useful life are replaced.</li> <li>•Work will continue with Engineering Department improvements in the Brighton/South Portsmouth and Simondsdale Neighborhoods while planning and construction will commence in the Ebony Heights Neighborhoods.</li> </ul>																				
<b>Operating Budget Impacts</b>																				
<p>This project will reduce the possibility of major water and sewer system failures, decreasing maintenance requirements as more piping is replaced. Debt service and rates will increase to support this program.</p>																				
<b>Project Map</b>			<b>Schedule of Activities</b>																	
			<table border="1"> <thead> <tr> <th>Project Activities</th><th>From - To</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>Project Management</td><td>07/04 - 06/15</td><td>30,879,501</td></tr> <tr> <td>Design</td><td>07/06 - 06/15</td><td>4,808,250</td></tr> <tr> <td>Construction</td><td>07/06 - 06/15</td><td>40,690,000</td></tr> </tbody> </table>						Project Activities	From - To	Amount	Project Management	07/04 - 06/15	30,879,501	Design	07/06 - 06/15	4,808,250	Construction	07/06 - 06/15	40,690,000
Project Activities	From - To	Amount																		
Project Management	07/04 - 06/15	30,879,501																		
Design	07/06 - 06/15	4,808,250																		
Construction	07/06 - 06/15	40,690,000																		
			<b>Total Budgetary Cost Estimate:</b> 76,377,751																	
			<b>Means of Financing</b>																	
			<table border="1"> <thead> <tr> <th>Funding Source</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>Other - Federal Funding</td><td>626,800</td></tr> <tr> <td>Other - Local Funding</td><td>1,800</td></tr> <tr> <td>Other-Economic Stimulus-PU</td><td>4,808,250</td></tr> <tr> <td>Public Utilities General Obligation Bonds</td><td>57,748,181</td></tr> <tr> <td>Transfer from Public Utilities Fund</td><td>13,192,720</td></tr> </tbody> </table>						Funding Source	Amount	Other - Federal Funding	626,800	Other - Local Funding	1,800	Other-Economic Stimulus-PU	4,808,250	Public Utilities General Obligation Bonds	57,748,181	Transfer from Public Utilities Fund	13,192,720
Funding Source	Amount																			
Other - Federal Funding	626,800																			
Other - Local Funding	1,800																			
Other-Economic Stimulus-PU	4,808,250																			
Public Utilities General Obligation Bonds	57,748,181																			
Transfer from Public Utilities Fund	13,192,720																			
			<b>Total Programmed Funding:</b> 76,377,751 <b>Future Funding Requirements:</b> 0																	

**VARIOUS  
LOCATIONS  
CITYWIDE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Water**

<b>Project:</b> 20010	<b>Title:</b> Lake Cahoon Raw Water Pump Station and Pipeline	<b>Status:</b> Active Project						
<b>Comprehensive Plan Information</b>		<b>Project Location</b>						
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: CC Vision – Neighborhood Project Need: N/A	District: Location: Lake Cahoon Reservoir						
<b>Programmed Funding</b>								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	FY 2014	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2015	FY 2016	Future Funding
10,800,000	800,000	0	0	0	8,000,000	2,000,000	0	0

**Description and Scope**

The Department of Public Utilities operates a system of four reservoirs. The Department maintains raw water intakes on two of the four reservoirs. This project would provide a raw water intake with a connection to the Lake Kilby Plant from a third reservoir, Lake Cohoon. Lake Cohoon contains 53% of the combined reservoir's supply capacity.

**Rationale**

- Construction of an intake on Lake Cohoon would provide a transmission source on the northern sub-basin of Portsmouth's reservoir system, thereby increasing protection against contamination events. Additionally water could be blended for both sub-basins feeding the terminal reservoir allowing for water quality adjustments.
- Construction of a separate access to the largest reservoir system sub-basin provides additional reliability that does not currently exist.

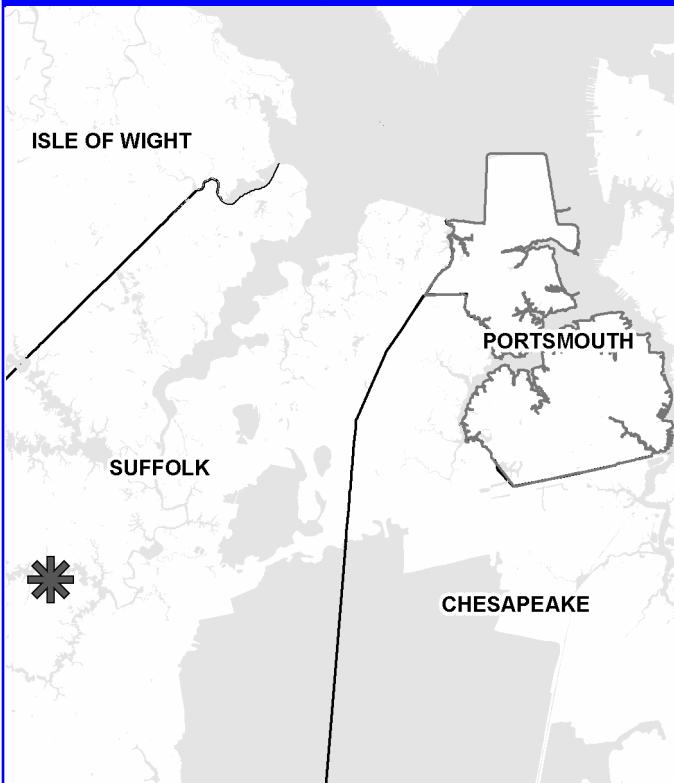
**Funding Strategy**

Design of the facilities is expected in FY 09, with construction to follow in FY 10.

**Operating Budget Impacts**

Once completed, this project will have minimal impact on the operating budget.

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Design	07/09 - 06/10	800,000
Construction	07/10 - 06/15	10,000,000
<b>Total Budgetary Cost Estimate:</b>		10,800,000

**Means of Financing**

Funding Source	Amount
Public Utilities General Obligation Bonds	10,800,000
<b>Total Programmed Funding:</b>	
<b>Future Funding Requirements:</b>	0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Water**

<b>Project:</b> 21807	<b>Title:</b> Lake Kilby Raw Water Pumping Station Replacement	<b>Status:</b> Active Project						
<b>Comprehensive Plan Information</b>		<b>Project Location</b>						
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: CC Vision – Neighborhood Project Need: N/A	District: Location: Lake Kilby Water Treatment Plant						
<b>Programmed Funding</b>								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	FY 2014	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2015	FY 2016	Future Funding
7,749,000	7,749,000	0	0	0		0	0	0

**Description and Scope**

The Department of Public Utilities operates the Lake Kilby Water Treatment Facility. This project provides for the demolition of the abandoned electrical building and construction of a combined Lake Kilby/Lake Meade raw water intake and pumping station on the same site. This project replaces facilities built in 1936 and 1952.

**Rationale**

Replaces two antiquated and unreliable facilities with a new combined facility.

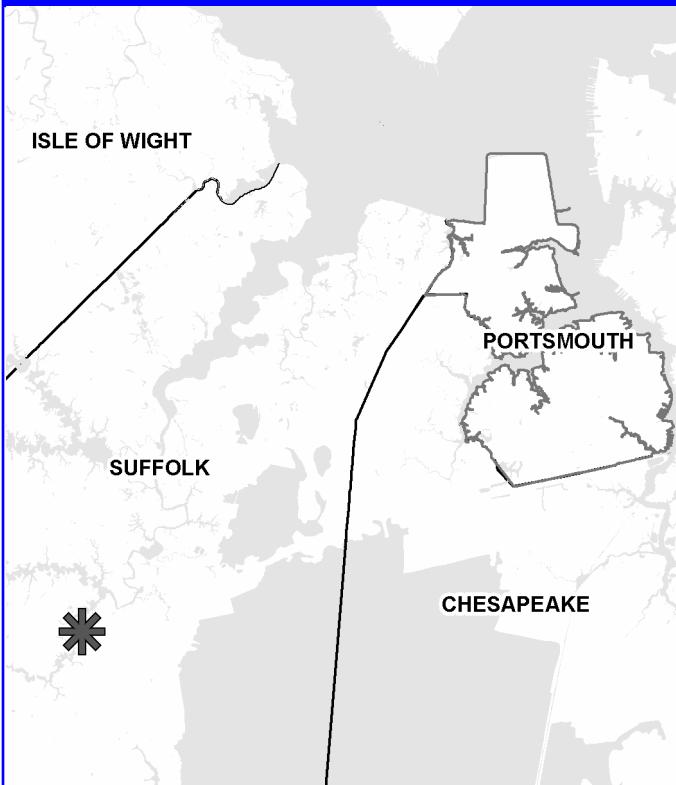
**Funding Strategy**

It is anticipated that the new facility design will be completed in FY 08 using previously allocated funding; demolition of the abandoned electrical building will begin in FY 08 and construction of the new facility will begin in FY10 and be completed by FY12.

**Operating Budget Impacts**

No appreciable impact; some slight decrease in energy consumption may be realized with newer, more efficient equipment.

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Project Management	07/04 - 06/05	1,051,000
Construction	08/06 - 01/12	6,698,000
<b>Total Budgetary Cost Estimate:</b>		7,749,000

**Means of Financing**

Funding Source	Amount
Public Utilities General Obligation Bonds	7,749,000
<b>Total Programmed Funding:</b>	
<b>Future Funding Requirements:</b>	0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Water**

<b>Project:</b> 23007	<b>Title:</b> Lake Kilby Replacement Filters 1-10	<b>Status:</b> Active Project						
<b>Comprehensive Plan Information</b>		<b>Project Location</b>						
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: CC Vision – Neighborhood Project Need: N/A	District: Location: Lake Kilby Water Treatment Facility						
<b>Programmed Funding</b>								
<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>Non-Appropriated Programmed CIP Funding</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>Future Funding</b>
37,600,000	1,600,000	0	1,000,000	15,000,000	10,000,000	10,000,000	0	0

**Description and Scope**

The Department of Public Utilities operates the Lake Kilby Water Treatment Facility. This project provides for the replacement of filters 1 through 10 at the treatment facility with conventional media filters or with membrane technology.

**Rationale**

\*Filters 1-4 were constructed in 1947 and filters 5-10 were constructed in 1968. The concrete filter boxes for some of these filters were constructed without reinforcing steel (post World War II constraint) and are now deteriorating. Additionally, the southwest corner of the filter building was not pile supported and has settled significantly. These filters have outlived or are nearing the end of their useful lives.

\*To insure the continued integrity, capacity and operation of the Lake Kilby Treatment Facility it is important that these filters be replaced with either new conventional media filters or with the use of membrane technology.

\*Project Source document: Lake Kilby Water Facility Master Plan 2001 Update, page 6-5, Table 6-3

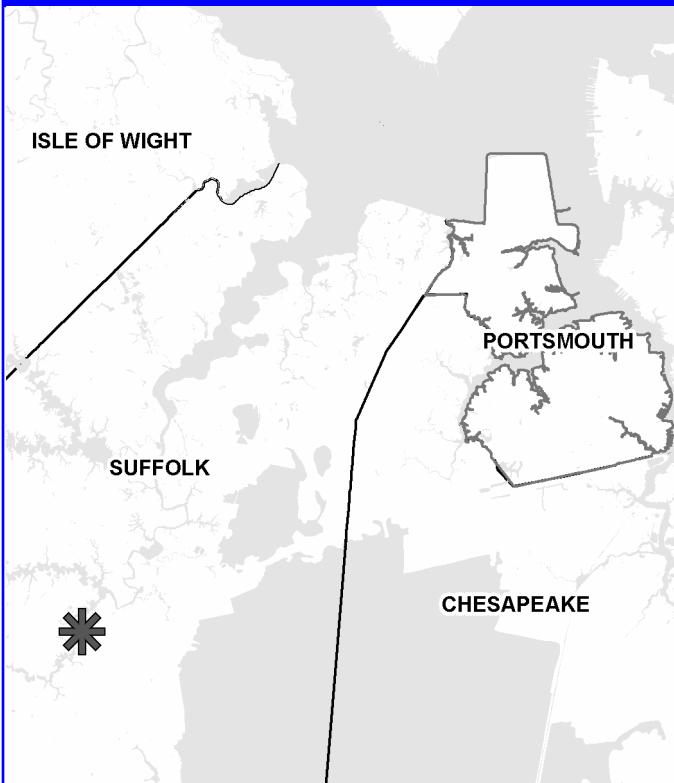
**Funding Strategy**

It is anticipated that the evaluation of alternatives and engineering will be completed during the next five years and that construction will commence. Evaluation and study will determine the multiphasing of this project and its cost.

**Operating Budget Impacts**

Once completed, this project will have minimal impact on the operating budget.

**Project Map**



**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Project Management	07/04 - 06/05	150,000
Design	07/10 - 06/13	5,045,000
Construction	07/10 - 06/14	32,405,000
<b>Total Budgetary Cost Estimate:</b>		37,600,000

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
Public Utilities General Obligation Bonds	37,600,000
<b>Total Programmed Funding:</b>	
<b>Future Funding Requirements:</b>	0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Water**

<b>Project:</b> 22007	<b>Title:</b> Low Pressure Transmission Mains	<b>Status:</b> Active Project						
<b>Comprehensive Plan Information</b>		<b>Project Location</b>						
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: CC Vision – Neighborhood Project Need: N/A	District: Location: Portsmouth and Suffolk						
<b>Programmed Funding</b>								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	FY 2014	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2015	FY 2016	Future Funding
21,250,000	3,250,000	1,000,000	4,000,000	4,000,000	4,000,000	5,000,000	0	

**Description and Scope**

The Department of Public Utilities operates three low pressure transmission mains that convey water from the Lake Kilby Water Treatment Plant in Suffolk, 23 miles into Portsmouth. These mains were constructed in 1888, 1906 and 1950. This project provides for a plan to evaluate the remaining life of these mains and address the best way to rehabilitate or replace them in a phased, affordable manner. Total replacement may cost in excess of \$60 million dollars.

**Rationale**

These three pipelines have been in service between 53 and 116 years and are an important part of Portsmouth's water transmission system. They exhibit leaking joints and other signs of deterioration. This project is necessary to protect the water transmission capability of Portsmouth's water supply and to provide safe and reliable service.

**Funding Strategy**

The only portions of this project to be performed during the next five years are an evaluation of the mains, the completion of a phased plan for their replacement or rehabilitation and the construction of the first phase. Total replacement may cost in excess of \$60 million dollars.

**Operating Budget Impacts**

Once completed, this major project will reduce annual maintenance requirements, will increase system reliability and will reduce lost or unaccounted for water.

**Project Map**

**Schedule of Activities**

Project Activities	From - To	Amount
Design	07/11 - 06/12	200,000
Construction	07/12 - 06/15	21,050,000

**Total Budgetary Cost Estimate:** 21,250,000

**Means of Financing**

Funding Source	Amount
Public Utilities General Obligation Bonds	21,250,000

**Total Programmed Funding:** 21,250,000  
**Future Funding Requirements:** 0

MAP NOT  
APPLICABLE

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Water**

<b>Project:</b> 20407	<b>Title:</b> Meter Replacement Program			<b>Status:</b> Active Project									
<b>Comprehensive Plan Information</b>				<b>Project Location</b>									
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: CC Vision – Neighborhood Project Need: N/A		District: Location: Citywide										
<b>Programmed Funding</b>													
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding					
9,999,000	4,249,000	2,750,000	3,000,000	0	0	0	0	0					
<b>Description and Scope</b>													
The Department of Public Utilities is responsible for the reading, operation and maintenance of over 31,000 water meters. This project provides for the systematic replacement of the water meters using economically justified age and accuracy criteria.													
<b>Rationale</b>													
National studies indicate that residential and commercial water meters decrease in accuracy over time (especially in recording lower range flows to the point that replacement is economically justified due to loss of revenue. This project envisions contract replacement of 5,000 residential meters per year for the next 6 years.													
<b>Funding Strategy</b>													
This project will be multiphased over 6 years upon evaluation of firms to conduct this work.													
<b>Operating Budget Impacts</b>													
This project will reduce the annual maintenance requirements and increase revenues due to accurate metering of water consumption.													
<b>Project Map</b>				<b>Schedule of Activities</b>									
				Project Activities	From - To	Amount							
				Project Management	07/04 - 06/05	1,500,000							
				Design	07/06 - 06/12	699,900							
				Construction	07/06 - 06/12	7,799,100							
				<b>Total Budgetary Cost Estimate:</b> 9,999,000									
<b>Means of Financing</b>													
Funding Source	Amount												
Public Utilities General Obligation Bonds	9,999,000												
				<b>Total Programmed Funding:</b> 9,999,000									
				<b>Future Funding Requirements:</b> 0									
<b>MAP NOT APPLICABLE</b>													

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Water**

<b>Project:</b> 20707	<b>Title:</b> Miscellaneous Water Work			<b>Status:</b> Active Project				
<b>Comprehensive Plan Information</b>				<b>Project Location</b>				
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: CC Vision – Neighborhood Project Need: N/A			District: Location: Citywide				
<b>Programmed Funding</b>								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding
5,285,616	2,185,616	600,000	600,000	600,000	600,000	700,000	0	
<b>Description and Scope</b>								
The Department of Public Utilities is responsible for the operation & maintenance of approximately 546 miles of water mains; over 2,500 fire hydrants; 12,000 valves; four elevated tanks; two water booster-pumping stations and other components compromising the water system. This project provides for routine replacement and/or rehabilitation of the water system components that are not included in the Neighborhood Replacement Program. The work will be performed with in-house and contractor forces.								
<b>Rationale</b>								
Replacement, repair or rehabilitation is dictated by deterioration due to age and the failure of the components.								
<b>Funding Strategy</b>								
This is an ongoing project due to the age and the condition of the water system.								
<b>Operating Budget Impacts</b>								
Project will reduce the annual maintenance budget (leak repairs, component failures) and will improve water quality.								
<b>Project Map</b>				<b>Schedule of Activities</b>				
				<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>		
				Project Management	07/04 - 06/15	1,413,616		
				Construction	07/06 - 06/15	3,872,000		
				<b>Total Budgetary Cost Estimate:</b> 5,285,616				
<b>Means of Financing</b>								
				<b>Funding Source</b>	<b>Amount</b>			
				Public Utilities General Obligation Bonds	5,165,616			
				Sale of Timber	120,000			
				<b>Total Programmed Funding:</b> 5,285,616				
				<b>Future Funding Requirements:</b> 0				

VARIOUS  
LOCATIONS  
CITYWIDE

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Water**

<b>Project:</b> 20207	<b>Title:</b> Replacement of Water Plant Equipment	<b>Status:</b> Active Project						
<b>Comprehensive Plan Information</b>								
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: CC Vision – Neighborhood Project Need: N/A	District: Location: Lake Kilby Water Treatment Facility						
<b>Programmed Funding</b>								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	FY 2014	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2015	FY 2016	Future Funding
15,843,914	8,143,914	1,500,000	1,500,000	1,500,000		1,600,000	1,600,000	0

**Description and Scope**

The Department of Public Utilities is responsible for the operation & maintenance of a 32 million per day capacity water treatment plant and associated raw water pumping stations. This project provides for the addition, replacement, rehabilitation or life-extension overhaul of pumps, electrical & control systems, valves, HVAC systems, roofs, emergency generators, chemical storage and feed systems, security systems and other major equipment items.

**Rationale**

- Two of the Portsmouth finished water vertical turbine pumps require replacement with variable speed drive pumps and the other vertical turbine pumps require major overhaul after 24 years of use.
- Additionally, chemical storage and feed equipment and other major end items require rehabilitation, replacement or overhaul to continue the safe, reliable operation of the water treatment plant to meet state and federal regulations. Finally, funds are required to further enhance the security systems at the plant and connected facilities.

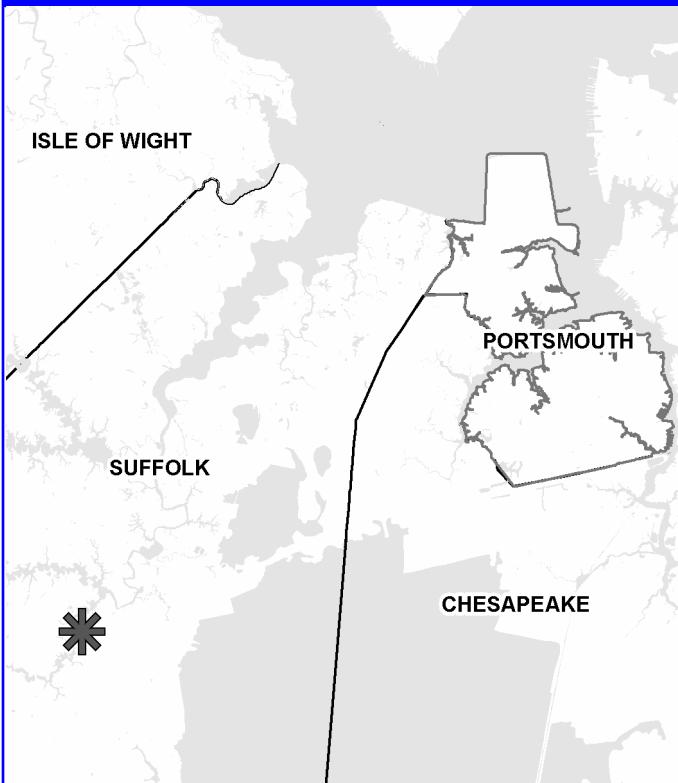
**Funding Strategy**

This is an ongoing project that will continue throughout the life of the water plant.

**Operating Budget Impacts**

Project will reduce the annual maintenance requirements and provide for reliable operations.

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Project Management	07/04 - 06/05	6,436,914
Design	07/06 - 06/15	745,700
Construction	07/06 - 06/15	8,661,300
<b>Total Budgetary Cost Estimate:</b>		15,843,914

**Means of Financing**

Funding Source	Amount
Public Utilities General Obligation Bonds	15,585,214
Transfer from Public Utilities Fund	258,700
<b>Total Programmed Funding:</b>	
<b>Future Funding Requirements:</b>	0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Water**

<b>Project:</b> 20607	<b>Title:</b> Timber Management Program			<b>Status:</b> Active Project				
<b>Comprehensive Plan Information</b>				<b>Project Location</b>				
CIE Project: LOS/Concurrency:	Plan Reference: Project Need: Growth, Other			District: Location:				
<b>Programmed Funding</b>								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding
184,313	184,313	0	0	0	0	0	0	0
<b>Description and Scope</b>								
<p>The City of Portsmouth has actively managed its watershed property as part of an intensive forestry program since 1974 with the goal of continued production of good quality water. Funding is provided in this project for the replanting and updating of the City's Timber Management Plan (now called the Forest Stewardship Program).</p>								
<b>Rationale</b>								
<b>Funding Strategy</b>								
<b>Project Map</b>				<b>Schedule of Activities</b>				
				<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>		
				Project Management	07/05 - 06/06	184,313		
				Total Budgetary Cost Estimate:		184,313		
				<b>Means of Financing</b>				
				<b>Funding Source</b>	<b>Amount</b>			
				Sale of Timber		184,313		
				Total Programmed Funding:		184,313		
				Future Funding Requirements:		0		

**MAP NOT  
APPLICABLE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Water**

<b>Project:</b> 21607	<b>Title:</b> Water Main Replacement	<b>Status:</b> Active Project						
<b>Comprehensive Plan Information</b>		<b>Project Location</b>						
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: CC Vision – Neighborhood Project Need: N/A	District: Location: Citywide						
<b>Programmed Funding</b>								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	FY 2014	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2015	FY 2016	Future Funding
1,646,320	1,646,320	0	0	0		0	0	0

**Description and Scope**

The Department of Public Utilities is responsible for the operation & maintenance of approximately 546 miles of water mains; approximately 50 miles of which are constructed from 2" diameter galvanized pipe which is beyond its useful life and is deteriorated. This project provides for replacement of the 2" pipe with high density polyethylene pipe and also replaces the water service lines connected with the 2" main. Work will be performed with in-house and contractor forces.

**Rationale**

Replacement is dictated due to the age of the material; internal & external corrosion of the pipe (with resultant leaks; discolored water and reduced flow and pressure); and the potential for water quality problems.

**Funding Strategy**

This is an ongoing project and will continue until all the 2" galvanized pipe throughout the City is replaced.

**Operating Budget Impacts**

Project will reduce the annual maintenance budget (leak repairs and resultant pavement and sidewalk repairs) and will improve water quality.

**Project Map**

**Schedule of Activities**

Project Activities	From - To	Amount
Construction	07/06 - 06/12	1,646,320

Total Budgetary Cost Estimate: 1,646,320

**Means of Financing**

Funding Source	Amount
Public Utilities General Obligation Bonds	1,393,001
Transfer from Public Utilities Fund	253,319

Total Programmed Funding: 1,646,320  
Future Funding Requirements: 0

**VARIOUS  
LOCATIONS  
CITYWIDE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Water**

<b>Project:</b> 20107	<b>Title:</b> Water Plant Residuals Management and Disposal	<b>Status:</b> Active Project						
<b>Comprehensive Plan Information</b>		<b>Project Location</b>						
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: CC Vision - Neighborhood Project Need: N/A	District: Location: Lake Kilby Water Treatment Facility						
<b>Programmed Funding</b>								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	FY 2014	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2015	FY 2016	Future Funding
6,133,500	6,133,500	0	0	0		0	0	0

**Description and Scope**

The Department of Public Utilities operates the lake Kilby Water Treatment Plant. The treatment process removes naturally occurring organic and inorganic particles suspended in the water. These particles are known as residuals. Currently the residuals removed in the treatment process are placed in a lagoon. Over its 24 year life the lagoon has accumulated residuals to the extent that it needs to be cleaned out over a period of time. This multi-year project provides for the restoration of the capacity of the lagoon by removing residuals by dewatering and disposal in approved landfills.

**Rationale**

- The present residuals lagoon has limited storage capacity remaining.
- Continued filling of the lagoon will lead to degradation of its effluent and environmental permit violations.
- New treatment processes have increased the amount of residuals produced.
- Restoration of the capacity of the lagoon will require dewatering, removal and off-site disposal of the residuals.
- Future construction of a land application project may be considered; however, that is outside the timeframe of this 5 year CIP.

This project became operational in FY2010.

**Funding Strategy**

This is an on-going project that will continue as long as the City owns the residual lagoon.

**Operating Budget Impacts**

Over the past 24 years residuals have been disposed of in a man-made lagoon at little cost. This lagoon is almost full. This project will fund disposal projects to both restore and maintain the capacity of the lagoon. Once the capacity is restored, a project to maintain capacity will be required approximately every two years.

<b>Project Map</b>		<b>Schedule of Activities</b>	
ISLE OF WIGHT	PORTSMOUTH	Project Activities	From - To
SUFFOLK	CHESAPEAKE	Project Management	07/04 - 06/05
		Design	07/08 - 06/11
		Construction	07/08 - 06/11
		Total Budgetary Cost Estimate:	6,133,500
		Means of Financing	
		Funding Source	Amount
		Public Utilities General Obligation Bonds	6,133,500
		Total Programmed Funding:	6,133,500
		Future Funding Requirements:	0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Drainage and Street Improvements**

<b>Project Title</b>	<b>Appropriated To Date</b>	<b>FY 2012 Adopted</b>	<b>Un-Appropriated Subsequent Years</b>			<b>FY 2016</b>	<b>5 Year Total</b>	<b>CIP Total</b>
			<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>			
ADA Compliance-Curb Cuts	266,146	<b>27,040</b>	28,122	29,247	30,120	25,000	139,529	405,675
Alexander's Corner Resignalization	891,500	-	-	-	-	-	-	891,500
Bridge Repairs	2,250,985	<b>108,160</b>	112,486	116,985	121,664	125,000	584,295	2,835,280
Churchland Bridge	9,100,000	<b>1,470,871</b>	2,930,129	-	-	6,000,000	10,401,000	19,501,000
Churchland Elementary Safe Routes To School Project	396,270	-	-	-	-	-	-	396,270
Dinwiddie Str Pump Station	-	-	-	-	3,000,000	-	3,000,000	3,000,000
Drainage Facilities Repair and Lake Management	19,420,968	<b>2,917,451</b>	2,917,451	2,917,451	2,917,451	2,917,451	14,587,255	34,008,223
Dredging of Lakes/Ponds	800,000	<b>200,000</b>	200,000	200,000	200,000	200,000	1,000,000	1,800,000
Ebony Heights Improvements	2,001,212	-	-	-	-	900,000	900,000	2,901,212
Elizabeth River Sediment Cleanup	74,250	-	-	-	-	-	-	74,250
Highland Biltmore Improvements	2,857,000	-	200,000	900,000	-	-	1,100,000	3,957,000
Hope 6 Project - Jeffry Wilson	2,100,000	-	-	-	-	-	-	2,100,000
Hope Vi Infrastructure	900,000	-	-	-	-	-	-	900,000
Hunters Point Soundwall	-	-	-	-	-	2,877,470	2,877,470	2,877,470
McLean Street/Cavalier Boulevard	3,800,000	-	-	-	-	-	-	3,800,000
Midtown Corridor	2,700,000	-	-	-	-	-	-	2,700,000
Pinner's Point Repayment	231,000	<b>77,000</b>	77,000	77,000	-	-	231,000	462,000
Signal Replacement High & Court St	300,000	-	-	-	-	-	-	300,000
Simonsdale Improvements	2,293,084	-	150,000	200,000	900,000	-	1,250,000	3,543,084
Street Improvements South Portsmouth	1,868,356	-	-	-	-	200,000	200,000	2,068,356
Traffic Inventory	-	<b>141,500</b>	141,500	-	-	-	283,000	283,000
Traffic Signal Improvements	2,304,000	<b>108,160</b>	112,486	116,985	120,000	120,000	577,631	2,881,631
Turnpike Road - ML King Hwy to Portsmouth Boulevard	465,900	-	-	-	-	-	-	465,900
Update Traffic Signals @ 10 Intersection(HSIP)	3,185,600	-	-	-	-	-	-	3,185,600
Update Traffic Signals 8 Intersection	3,244,800	-	-	-	-	-	-	3,244,800
Victory blvd/Paradise Cr Bridge Replacement	-	-	-	-	500,000	1,000,000	1,500,000	1,500,000
VPDES Permit Compliance	800,000	<b>200,000</b>	200,000	200,000	200,000	200,000	1,000,000	1,800,000
<b>Total Project Cost</b>	<b>62,251,071</b>	<b>5,250,182</b>	<b>7,069,174</b>	<b>4,757,668</b>	<b>7,989,235</b>	<b>14,564,921</b>	<b>39,631,180</b>	<b>101,882,251</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

	Appropriated To Date	<b>FY 2012 Adopted</b>	<i>Un-Appropriated Subsequent Years</i>				<b>5 Year Total</b>	<b>CIP Total</b>	
			<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>			
<b>Debt Funding</b>									
General Obligation Bonds	26,094,676	<b>1,932,731</b>	1,751,723	1,440,217	4,671,784	9,547,470	19,343,925	45,438,601	
<b>Education Funding</b>									
State-Other Categorical Aid	445,000	-	-	-	-	-	-	445,000	
<b>Federal Funding</b>									
Federal Funding-Grants	396,270	-	-	-	-	1,700,000	1,700,000	2,096,270	
<b>Other Funding</b>									
Interest Earnings	281,750	-	-	-	-	-	-	281,750	
Other - Federal Funding	9,461,550	-	-	-	-	-	-	9,461,550	
Sale of Property	3,892,357	-	-	-	-	-	-	3,892,357	
Other Funding Funding	<b>13,635,657</b>	-	-	-	-	-	-	13,635,657	
<b>State Funding</b>									
State Funding-VDOT	300,000	-	-	-	-	-	-	300,000	
<b>Transfers</b>									
Transfer from General Fund	287,500	-	2,000,000	-	-	-	2,000,000	2,287,500	
Transfer from Stormwater Fund	21,091,968	<b>3,317,451</b>	3,317,451	3,317,451	3,317,451	3,317,451	16,587,255	37,679,223	
Transfers Funding	<b>21,379,468</b>	<b>3,317,451</b>	<b>5,317,451</b>	<b>3,317,451</b>	<b>3,317,451</b>	<b>3,317,451</b>	<b>18,587,255</b>	<b>39,966,723</b>	
Total Funding	<b>62,251,071</b>	<b>5,250,182</b>	<b>7,069,174</b>	<b>4,757,668</b>	<b>7,989,235</b>	<b>14,564,921</b>	<b>39,631,180</b>	<b>101,882,251</b>	

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

**Project:** 11907

**Title:** ADA Compliance-Curb Cuts

**Status:** Active Project

**Comprehensive Plan Information**

**Project Location**

**CIE Project:  
LOS/Concurrency:**

**Plan Reference:  
Project Need:** Growth, Other

**District:  
Location:** Undefined

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>			
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>Future Funding</b>
405,675	266,146	27,040	28,122	29,247	30,120	25,000	0

**Description and Scope**

This project provides for wheelchair curb ramp construction at various intersections throughout the City. Priority is given to critical intersections or where citizens have requested accommodations.

**Rationale**

**Funding Strategy**

**Project Map**

**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Project Management	07/05 - 06/15	405,675

**Total Budgetary Cost Estimate:** 405,675

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
General Obligation Bonds	405,675

**Total Programmed Funding:** 405,675  
**Future Funding Requirements:** 0

**VARIOUS  
LOCATIONS  
CITYWIDE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

Project: 10110	Title: Alexander's Corner Resignalization			Status: Active Project												
Comprehensive Plan Information				Project Location												
CIE Project: LOS/Concurrency:	Plan Reference: Project Need: Growth, Other				District: Location: Intersection of Airline Blvd and Portsmouth Blvd											
Programmed Funding																
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>												
891,500	891,500	0	0	0	0	0	0									
Description and Scope																
<p>This project will upgrade the traffic signal system at Alexander's Corner and the nearby intersection at Turnpike and Portsmouth Boulevard. The project will include new span support, LED signal heads, video detection, controller, and back-up battery power.</p>																
Rationale																
<p>The signal at this intersection is very old and in need of repair. Due to the size and complexity of the intersection, the costs to upgrade have been high. However, because the City has received federal grant funds from the Congestion Mitigation and Air Quality (CMAQ) program, the project is able to proceed.</p>																
Funding Strategy																
<p>The project is funded 100% by federal grant money which will be run through VDOT.</p>																
Operating Budget Impacts																
<p>Although the operating budget impact is minimal; operating costs will decrease due to the efficiency of the LED heads.</p>																
Project Map				Schedule of Activities												
				<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Project Activities</th> <th style="text-align: left;">From - To</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>Design</td> <td>07/07 - 06/08</td> <td style="text-align: right;">141,500</td> </tr> <tr> <td>Construction</td> <td>07/07 - 06/08</td> <td style="text-align: right;">750,000</td> </tr> </tbody> </table>				Project Activities	From - To	Amount	Design	07/07 - 06/08	141,500	Construction	07/07 - 06/08	750,000
Project Activities	From - To	Amount														
Design	07/07 - 06/08	141,500														
Construction	07/07 - 06/08	750,000														
				<b>Total Budgetary Cost Estimate:</b> <span style="float: right;">891,500</span>												
Means of Financing																
				<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Funding Source</th> <th style="text-align: left;">Amount</th> </tr> </thead> <tbody> <tr> <td>Other - Federal Funding</td> <td style="text-align: right;">891,500</td> </tr> </tbody> </table>				Funding Source	Amount	Other - Federal Funding	891,500					
Funding Source	Amount															
Other - Federal Funding	891,500															
				<b>Total Programmed Funding:</b> <span style="float: right;">891,500</span> <b>Future Funding Requirements:</b> <span style="float: right;">0</span>												

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

**Project: 11607**

**Title: Bridge Repairs**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:  
LOS/Concurrency:**

**Plan Reference:  
Project Need: Growth, Other**

**District:  
Location: Undefined**

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>				<b>Future Funding</b>
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>		
2,835,280	2,250,985	108,160	112,486	116,985	121,664	125,000	0	

**Description and Scope**

This project provides for engineering work and initiation of repairs required on the City's bridges. This is an ongoing project for preventive maintenance and includes localized painting, joint, structural and surface repairs, drainage cleaning and required safety inspections.

**Rationale**

**Funding Strategy**

02/2010 It was agreed to move \$249,000 from Churchland Bridge Project to the the Bridge repairs Project for FY11

**Project Map**

**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Project Management	07/05 - 06/15	2,835,280

**Total Budgetary Cost Estimate:** 2,835,280

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
General Obligation Bonds	2,795,630
Other - Federal Funding	39,650

**Total Programmed Funding:** 2,835,280  
**Future Funding Requirements:** 0

VARIOUS  
LOCATIONS  
CITYWIDE

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

<b>Project: 10009</b>	<b>Title: Churchland Bridge</b>	<b>Status: Active Project</b>							
<b>Comprehensive Plan Information</b>									
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: Project Need: N/A	District: Location: High Street							
<b>Programmed Funding</b>									
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<b>Non-Appropriated Programmed CIP Funding</b>		FY 2014	FY 2015	FY 2016	Future Funding
19,501,000	9,100,000	1,470,871	2,930,129	0	0	6,000,000	0		
<b>Description and Scope</b>									
<p>This project provides funding to replace the two westbound lanes of the Churchland Bridge with a totally new structure. The funding identified will address the eventual replacement of the bridge. Inspections will continue to be required on an annual basis and may generate the need to fund necessary repairs until the total replacement funding is in place. The proposed funding schedule will also allow for the design of replacement plans prior to the availability of total funding.</p>									
<b>Rationale</b>									
<p>This bridge was originally built as a two lane bridge in 1950 and widened with two additional lanes in 1974. Several of support structures of the original two lane bridge are severely deteriorated to the point that repairs need to be made as soon as possible to avoid a future condition of possible failure. Bridges in Virginia are inspected in accordance with National Bridge Inspection Standards (NBIS) and VDOT. The bridge rating criteria rated the Churchland Bridge as a 4 on a scale of 0 to 9. Bridges are rated on a scale from 0-9, with 0 being a failed condition and 9 being excellent. A four rating means the bridge is in poor condition and requires immediate repairs. Further, this rating has mandated that the bridge is inspected once a year as compared to every two years, and a downgrading of the bridge would force the City to place load limits on crossing vehicles. A replacement bridge will have a minimum of a 50-year service life.</p>									
<b>Funding Strategy</b>									
<p>The total project cost, which has been projected out through FY16, is \$20 million. At this point in time, no other funding sources have been identified. The Engineering Department will continue to research state/federal funding that could be available for this project. \$6m bond funding was moved from fy13 to 16 as part of city policy to keep with its CIP funding policy of 12% of general fund revenue. 5.17.2011 Bond \$1.470,871(fy12) and \$2,930,129(fy13) would not be issued as part of fy12/13 bond to be issued in fall of 2011. This is due to the fact that existing money in project is sufficient for design and survey work to be carried out in 12/13. Additional appropriation authority(\$3m) would be needed to bring total project cost to \$23m. If revenue stream improves in city move \$6m back to FY13 or nearer in order for bridge replacement work to commence</p>									
<b>Project Map</b>									
<b>Schedule of Activities</b>									
Project Activities	From - To	Amount							
Design	07/09 - 06/17	2,000,000							
Construction	07/08 - 06/17	17,501,000							
<b>Total Budgetary Cost Estimate:</b>			19,501,000						
<b>Means of Financing</b>									
Funding Source	Amount								
General Obligation Bonds	17,251,000								
Transfer from General Fund	2,250,000								
<b>Total Programmed Funding:</b>			19,501,000						
<b>Future Funding Requirements:</b>			0						

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

<b>Project:</b> 91311	<b>Title:</b> Churchland Elementary Safe Routes To School Project			<b>Status:</b> Active Project					
<b>Comprehensive Plan Information</b>				<b>Project Location</b>					
CIE Project: LOS/Concurrency:	Plan Reference: Project Need: Growth, Other			District: Location: Churchland Elementary					
<b>Programmed Funding</b>									
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding	
396,270	396,270	0	0	0	0	0	0	0	
<b>Description and Scope</b>									
Fed Govt Grant from the Virginia Dept of Transport for a safe route to scools project at Churchland Elementary School .									
<b>Rationale</b>									
<b>Funding Strategy</b>									
<b>Project Map</b>				<b>Schedule of Activities</b>					
				Project Activities	From - To	<b>Amount</b>			
				Project Management		396,270			
				<b>Total Budgetary Cost Estimate:</b> 396,270					
				<b>Means of Financing</b>					
				Funding Source	Amount	<b>Amount</b>			
				Federal Funding-Grants		396,270			
				<b>Total Programmed Funding:</b> 396,270					
				<b>Future Funding Requirements:</b> 0					

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

**Project:** New0059

**Title:** Dinwiddie Str Pump Station

**Status:** Active Project

**Comprehensive Plan Information**

**Project Location**

**CIE Project:**

**Plan Reference:**

**LOS/Concurrency:**

**Project Need:** Growth, Other

**District:**

**Location:**

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>				<b>Future Funding</b>
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>		
3,000,000	0	0	0	0	0	3,000,000	0	0

**Description and Scope**

Dinwiddie St, in Olde Towne is one of the lowest developed streets in the city. The recent completion of the Crawford Parkway Seawall, protects this portion of Olde Towne from most tidal flooding. Even with the new seawall, flooding will still occur when heavy rainfall occurs during greater than normal high tide. Construction of this pump station which will be designed to handle a 10 year storm, would provide some relief from this flooding.

This pump station would not eliminate flooding which would occur with strong Noreasters or hurricanes. It would however speed up the recovery.

**Rationale**

**Funding Strategy**

**Project Map**



**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Project Management	07/15 - 06/17	3,000,000

**Total Budgetary Cost Estimate:** 3,000,000

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
General Obligation Bonds	3,000,000

**Total Programmed Funding:** 3,000,000  
**Future Funding Requirements:** 0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

<b>Project:</b> 10307	<b>Title:</b> Drainage Facilities Repair and Lake Management			<b>Status:</b> Active Project									
<b>Comprehensive Plan Information</b>				<b>Project Location</b>									
CIE Project: LOS/Concurrency:	Plan Reference: Project Need: Growth, Other			District: Location: City-wide									
<b>Programmed Funding</b>													
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	FY 2014	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2015	FY 2016	Future Funding					
34,008,223	19,420,968	2,917,451	2,917,451	2,917,451	2,917,451	2,917,451	2,917,451	0					
<b>Description and Scope</b>													
<p>The Drainage Facility Repair and Lake Management Program provides funding for City wide system maintenance and repair which includes cave-in repairs, cleaning, TVing, lining of pipes, outfall and ditch maintenance; lake management such as aerators, trash booms, and dam maintenance; and VPDES permit compliance which includes water quality monitoring, public education, and regional studies; program administration/management and cost sharing in programs such as the Citywide Drainage Assessment Study and the Downtown Master Utility study.</p>													
<b>Rationale</b>													
<b>Funding Strategy</b>													
<p>This project is funded through transfers from the Stormwater operating budget and Stormwater fund balance.</p>													
<b>Project Map</b>				<b>Schedule of Activities</b>									
				Project Activities	From - To	Amount							
				Project Management	07/06 - 06/15	34,008,223							
				Total Budgetary Cost Estimate:				34,008,223					
				<b>Means of Financing</b>									
				Funding Source	Amount								
				General Obligation Bonds	13,500								
				Other - Federal Funding	100,000								
				Transfer from Stormwater Fund	33,894,723								
				Total Programmed Funding:				34,008,223					
				Future Funding Requirements:				0					

**VARIOUS  
LOCATIONS  
CITYWIDE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

**Project: 12707**

**Title: Dredging of Lakes/Ponds**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:  
LOS/Concurrency:**

**Plan Reference:  
Project Need: Growth, Other**

**District:  
Location: City-wide**

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>				<b>Future Funding</b>
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>		
1,800,000	800,000	200,000	200,000	200,000	200,000	200,000	0	

**Description and Scope**

The City has made a commitment through the Stormwater Management Plan to address lake/pond issues throughout the City. One of the issues is dredging the City's lakes and ponds which is necessary to establish the original lake depth and remove sediment/organic materials. Because dredging has a large dollar cost associated with it, the plan is to set aside \$100,000 per year. The Lake Management Plan will prioritize dredging and other lake improvements that are necessary for water quality. The first dredging project commenced in FY08.

**Rationale**

City street drainage flows into some of the lakes and ponds throughout City. These locations are important to the City's stormwater system, and are included in the city's VPDES Stormwater permit.

**Funding Strategy**

Starting in FY10, \$200,000 per year will be budgeted to address lake/pond and outfall dredging. Funding will be used for project design, permits, and maintenance operations after priorities are re-examined based on the updated Lake Management Plan and the Outfall Ditch Rehabilitation Wetlands/Water Assessment Report.

**Project Map**

**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Project Management	07/07 - 01/15	1,800,000

**Total Budgetary Cost Estimate:** 1,800,000

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
Transfer from Stormwater Fund	1,800,000

**Total Programmed Funding:** 1,800,000  
**Future Funding Requirements:** 0

**VARIOUS  
LOCATIONS  
CITYWIDE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

<b>Project:</b> 12007	<b>Title:</b> Ebony Heights Improvements	<b>Status:</b> Active Project						
<b>Comprehensive Plan Information</b>								
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: Project Need: N/A	District: Location: Undefined						
<b>Programmed Funding</b>								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding
2,901,212	2,001,212	0	0	0	0	0	900,000	0
<b>Description and Scope</b>								
This neighborhood project provides infrastructure improvements through a phased program including drainage, curbs, gutters, water and sewer improvements. The first major work on this project is the drainage outfalls for the neighborhood completed in FY11. The future work will deal with work within the neighborhood itself.								
<b>Rationale</b>								
This neighborhood is one of four priority neighborhoods in the City being funded for street, drainage, and neighborhood improvements								
<b>Funding Strategy</b>								
Previously, all four neighborhood projects were funded with \$800,000 every four years; \$100,000 for design and \$700,000 for construction. As the cost of materials increase, the amount of neighborhood improvements completed at the \$800,000 funding level has significantly declined. FY08 marks the beginning of increasing the funding level for the City's four neighborhood projects. In the first year of the FY08-12 CIP, \$500,000 has been added to the Ebony Heights neighborhood project. The future years of the CIP are increased as follows:  FY09 - \$500,000 FY10 - \$550,000 FY11 - \$600,000 FY12 - \$650,000.  By 2012, the funding level for neighborhood improvements will reach \$1,500,000. Due to fiscally constrained economic conditions, the next funding phase is \$900,000 in FY2016								
<b>Project Map</b>								
<b>Schedule of Activities</b>								
Project Activities	From - To	Amount						
Design	07/09 - 06/10	150,000						
Construction	07/10 - 06/12	2,751,212						
<b>Total Budgetary Cost Estimate:</b> 2,901,212								
<b>Means of Financing</b>								
Funding Source	Amount							
General Obligation Bonds	2,813,855							
Sale of Property	87,357							
<b>Total Programmed Funding:</b> 2,901,212 <b>Future Funding Requirements:</b> 0								

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

**Project:** 12807

**Title:** Elizabeth River Sediment Cleanup

**Status:** Active Project

**Comprehensive Plan Information**

**Project Location**

CIE Project: N/A

Plan Reference: Bold New Directions

District:

LOS/Concurrency: N/A

Project Need: N/A

Location: Elizabeth River

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>				<b>Future Funding</b>
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>		
74,250	74,250	0	0	0	0	0	0	0

**Description and Scope**

This is a joint local, state, and federal effort involving the Army Corps of Engineers, the Commonwealth of Virginia, and the cities of Portsmouth, Chesapeake, Norfolk, and Virginia Beach and non profit organizations such as the Elizabeth River Project organization. The purpose of this regional, long term effort is to clean up the contaminated sediment in the Elizabeth River.

**Rationale**

**Funding Strategy**

The City's funding strategy includes the federal government as a primary source of funds which, as available, is matched with state funding and a local match split equally between the four cities.

**Project Map**

**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Project Management	07/06 - 06/08	74,250

**Total Budgetary Cost Estimate:** 74,250

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
Interest Earnings	36,750
Transfer from General Fund	37,500

**Total Programmed Funding:** 74,250  
**Future Funding Requirements:** 0

**MAP NOT  
APPLICABLE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

**Project: 10607**

**Title: Highland Biltmore Improvements**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

CIE Project: N/A

Plan Reference:

LOS/Concurrency: N/A

Project Need: N/A

District:

Location: Undefined

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>			
				FY 2014	FY 2015	FY 2016	Future Funding
3,957,000	2,857,000	0	200,000	900,000	0	0	0

**Description and Scope**

This neighborhood project provides infrastructure improvements through a phased program including drainage, curbs, gutters, water and sewer improvements. The initial work phases will concentrate on neighborhood stormwater improvements and drainage outfalls. Future phases will include street improvements.

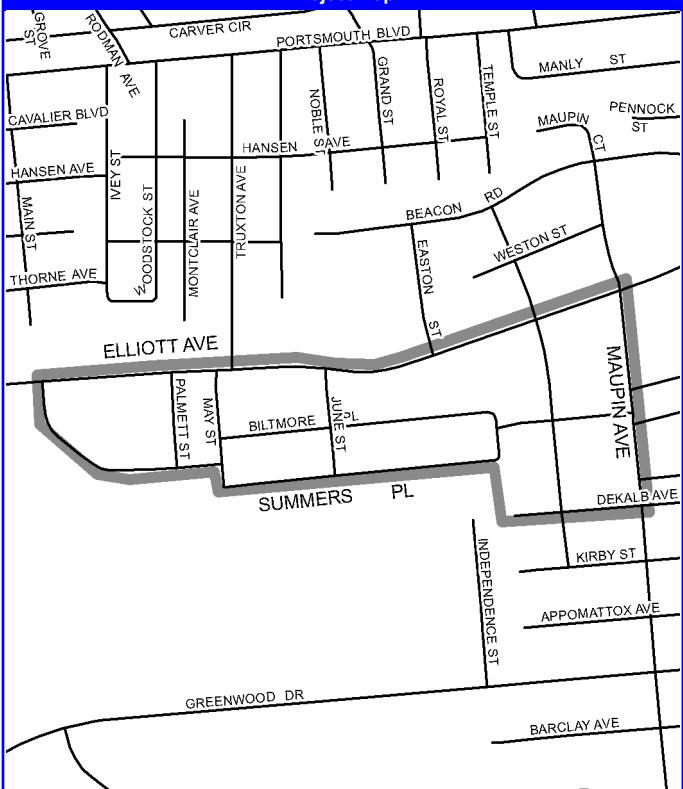
**Rationale**

This neighborhood is one of four priority neighborhoods in the City being funded for street, drainage, and neighborhood improvements

**Funding Strategy**

Previously, all four neighborhood projects were funded with \$800,000 every four years; \$100,000 for design and \$700,000 for construction. For FY2013 and FY2014, funding for construction of drainage outfall under George Washington Hwy - serves Highland Biltmore and South Portsmouth projects. For FY2015, construction funds for Simondale (\$780K); FY2015, design of \$150K to South Portsmouth.

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Project Management	07/07 - 06/15	3,957,000

**Total Budgetary Cost Estimate:** 3,957,000

**Means of Financing**

Funding Source	Amount
General Obligation Bonds	3,480,000
State-Other Categorical Aid	375,000
Transfer from Stormwater Fund	102,000

**Total Programmed Funding:** 3,957,000  
**Future Funding Requirements:** 0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

**Project:** 12507

**Title:** Hope 6 Project - Jeffry Wilson

**Status:** Active Project

**Comprehensive Plan Information**

**Project Location**

CIE Project:

Plan Reference:

LOS/Concurrency:

Project Need: Growth, Other

District:

Location: Undefined

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>				Future Funding
				FY 2014	FY 2015	FY 2016		
2,100,000	2,100,000	0	0	0	0	0	0	0

**Description and Scope**

This project provides supports to Portsmouth's Redevelopment and Housing Authority's (PRHA) 2005 HOPE VI Application to revitalize the Jeffry Wilson neighborhood. This project represents the City's commitment to provide new infrastructure to the site.

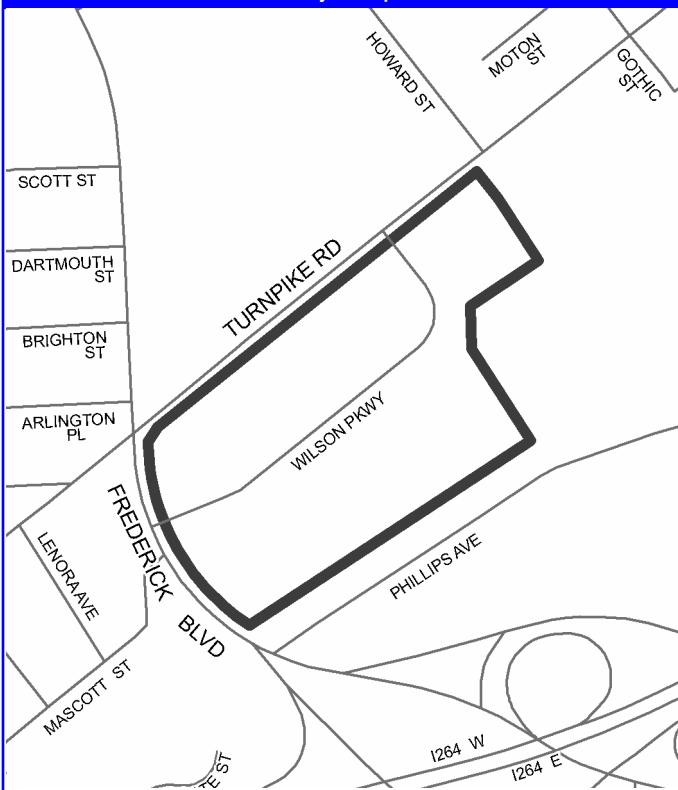
**Rationale**

Revitalization of this neighborhood is key to the overall long-range goal of improving the quality of life for all Portsmouth citizenry and is incorporated into the 2025 Comprehensive Plan. The City of Portsmouth ranks fourth on the list of 47 fiscally stressed cities in Virginia. The City's fiscal challenges are only heightened by non-tax generating neighborhoods such as Jeffry Wilson and the surrounding development of the area has been stymied because of its deteriorated condition. The HOPE VI grant will provide the necessary funding to serve as an investment catalyst to bring back businesses to the Midtown corridor.

**Funding Strategy**

Total City commitment is \$2.1 million dollars over a six year period, beginning in FY2006 and ending in FY2012.

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Project Management	07/05 - 06/11	2,100,000

**Total Budgetary Cost Estimate:** 2,100,000

**Means of Financing**

Funding Source	Amount
General Obligation Bonds	1,750,000
Sale of Property	350,000

**Total Programmed Funding:** 2,100,000  
**Future Funding Requirements:** 0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

<b>Project:</b> 10907	<b>Title:</b> Hope Vi Infrastructure	<b>Status:</b> Active Project						
<b>Comprehensive Plan Information</b>								
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: Project Need: N/A	District: Location: Undefined						
<b>Programmed Funding</b>								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding
900,000	900,000	0	0	0	0	0	0	0
<b>Description and Scope</b>								
In the area bounded by High and Godwin Streets, Elm Avenue and 1-264 in the Hope VI and Ida Barbour Revitalization area, this project provides for the installation of sidewalks, underground utilities and other improvements.								
<b>Rationale</b>								
<b>Funding Strategy</b>								
<b>Project Map</b>								
<b>Schedule of Activities</b>								
<table border="1"> <thead> <tr> <th>Project Activities</th><th>From - To</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>Project Management</td><td></td><td>900,000</td></tr> </tbody> </table>			Project Activities	From - To	Amount	Project Management		900,000
Project Activities	From - To	Amount						
Project Management		900,000						
Total Budgetary Cost Estimate:								
900,000								
<b>Means of Financing</b>								
<table border="1"> <thead> <tr> <th>Funding Source</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>General Obligation Bonds</td><td>400,000</td></tr> <tr> <td>Other - Federal Funding</td><td>500,000</td></tr> </tbody> </table>			Funding Source	Amount	General Obligation Bonds	400,000	Other - Federal Funding	500,000
Funding Source	Amount							
General Obligation Bonds	400,000							
Other - Federal Funding	500,000							
Total Programmed Funding:								
900,000								
Future Funding Requirements:								
0								

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

**Project:** New0061

**Title:** Hunters Point Soundwall

**Status:** Active Project

**Comprehensive Plan Information**

**Project Location**

CIE Project:

Plan Reference:

LOS/Concurrency:

Project Need: Growth, Other

District:

Location:

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>			
				FY 2014	FY 2015	FY 2016	Future Funding
2,877,470	0	0	0	0	0	0	2,877,470

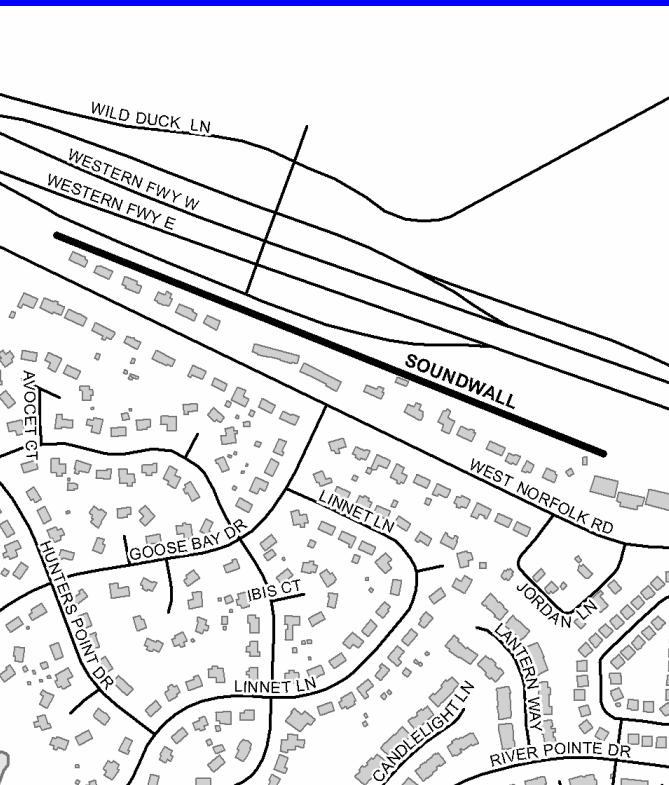
**Description and Scope**

The houses on the north side of West Norfolk Rd in the Hunter's Point Neighborhood back up to a railroad which provides trains the ability to access APM Terminals. The proposed approx 2200 feet of soundwall will provide relief from the noise generated by the daily trains utilizing this section of railroad.

**Rationale**

**Funding Strategy**

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Design		643,520
Land Acquisition		217,950
Construction		2,016,000

**Total Budgetary Cost Estimate:** 2,877,470

**Means of Financing**

Funding Source	Amount
Federal Funding-Grants	1,700,000
General Obligation Bonds	1,177,470

**Total Programmed Funding:** 2,877,470  
**Future Funding Requirements:** 0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

Project: 12907	Title: McLean Street/Cavalier Boulevard			Status: Active Project																			
Comprehensive Plan Information					Project Location																		
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: Project Need: N/A			District: Location: McLean Street/Cavalier Boulevard																			
Programmed Funding																							
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>					Future Funding														
3,800,000	3,800,000	0	0	FY 2014	FY 2015	FY 2016			0														
Description and Scope																							
<p>This project will improve McLean St. and Cavalier Blvd in the area of the Commerce Park and New Port residential development. This project will widen the street, and address necessary utility and drainage upgrades.</p>																							
Rationale																							
Funding Strategy																							
<p>This project will be funded by a combination of sources, including local funds, GO bonds, and contributions by the developer.</p>																							
Project Map					Schedule of Activities																		
					<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;">Project Activities</th> <th style="width: 20%;">From - To</th> <th style="width: 20%;">Amount</th> </tr> </thead> <tbody> <tr> <td>Project Management</td> <td>07/07 - 06/10</td> <td>3,800,000</td> </tr> <tr> <td colspan="2"><b>Total Budgetary Cost Estimate:</b></td> <td><b>3,800,000</b></td> </tr> </tbody> </table>					Project Activities	From - To	Amount	Project Management	07/07 - 06/10	3,800,000	<b>Total Budgetary Cost Estimate:</b>		<b>3,800,000</b>					
Project Activities	From - To	Amount																					
Project Management	07/07 - 06/10	3,800,000																					
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Funding Source	Amount																						
General Obligation Bonds	2,800,000																						
Interest Earnings	245,000																						
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<b>Total Programmed Funding:</b>		<b>3,800,000</b>																					
<b>Future Funding Requirements:</b>		<b>0</b>																					

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

<b>Project: 13007</b>	<b>Title: Midtown Corridor</b>	<b>Status: Active Project</b>						
<b>Comprehensive Plan Information</b>								
<b>CIE Project: N/A</b>	<b>Plan Reference:</b>	<b>District:</b>						
<b>LOS/Concurrency: N/A</b>								
<b>Project Need: N/A</b>	<b>Location:</b>							
<b>Programmed Funding</b>								
<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>Future Funding</b>
2,700,000	2,700,000	0	0	0	0	0	0	0

**Description and Scope**

This project will provide 1) matching funds to VDOT under the Revenue Sharing Program to accelerate the accrual of funds and expedite construction of the Turnpike Road Improvement Project being funded under the VDOT Urban Program, and 2) implement the first phase of the Frederick Boulevard corridor plan as recommended by a recent planning study.

**Rationale**

This project will accelerate the improvements to Turnpike Road which will enhance the revitalization and redevelopment of both the former IC Norcom property and the Jeffry Wilson property. The work will provide aesthetic gateway improvements into this redeveloping retail area of the City.

**Funding Strategy**

VDOT will match \$1M in CIP funds to augment \$3.15M available in VDOT Urban Program funds, accelerating the accrual of funds to speed up the start of construction of the Turnpike Road Improvement project from FY19 to FY11.

<b>Project Map</b>			<b>Schedule of Activities</b>														
			<table border="1"> <thead> <tr> <th style="text-align: left;"><b>Project Activities</b></th><th style="text-align: left;"><b>From - To</b></th><th style="text-align: right;"><b>Amount</b></th></tr> </thead> <tbody> <tr> <td>Project Management</td><td>07/06 - 06/07</td><td style="text-align: right;">2,700,000</td></tr> <tr> <td colspan="3" style="text-align: right;"><b>Total Budgetary Cost Estimate:</b></td></tr> <tr> <td colspan="3" style="text-align: right;"><b>2,700,000</b></td></tr> </tbody> </table>			<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>	Project Management	07/06 - 06/07	2,700,000	<b>Total Budgetary Cost Estimate:</b>			<b>2,700,000</b>		
<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>															
Project Management	07/06 - 06/07	2,700,000															
<b>Total Budgetary Cost Estimate:</b>																	
<b>2,700,000</b>																	
<table border="1"> <thead> <tr> <th style="text-align: left;"><b>Means of Financing</b></th><th style="text-align: right;"><b>Amount</b></th></tr> </thead> <tbody> <tr> <td>Funding Source</td><td style="text-align: right;">Sale of Property</td></tr> <tr> <td colspan="2" style="text-align: right;"><b>2,700,000</b></td></tr> </tbody> </table>			<b>Means of Financing</b>	<b>Amount</b>	Funding Source	Sale of Property	<b>2,700,000</b>		<table border="1"> <thead> <tr> <th style="text-align: left;"><b>Total Programmed Funding:</b></th><th style="text-align: right;"><b>2,700,000</b></th></tr> </thead> <tbody> <tr> <td colspan="2" style="text-align: right;"><b>Future Funding Requirements:</b></td></tr> <tr> <td colspan="2" style="text-align: right;"><b>0</b></td></tr> </tbody> </table>			<b>Total Programmed Funding:</b>	<b>2,700,000</b>	<b>Future Funding Requirements:</b>		<b>0</b>	
<b>Means of Financing</b>	<b>Amount</b>																
Funding Source	Sale of Property																
<b>2,700,000</b>																	
<b>Total Programmed Funding:</b>	<b>2,700,000</b>																
<b>Future Funding Requirements:</b>																	
<b>0</b>																	

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

<b>Project:</b> 10109	<b>Title:</b> Pinner's Point Repayment	<b>Status:</b> Active Project											
<b>Comprehensive Plan Information</b>													
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: Project Need: N/A	District: Location:											
<b>Programmed Funding</b>													
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>			Future Funding						
462,000	231,000	77,000	77,000	FY 2014	FY 2015	FY 2016	0						
<b>Description and Scope</b>													
The project involved the construction of a highway interchange between the Western Freeway, Martin Luther King Freeway and the Midtown Tunnel. This was a VDOT managed project and required a 2% local funding match. This project provides the 2% funding of the project as projected by VDOT.													
<b>Rationale</b>													
<b>Funding Strategy</b>													
The city owes up to \$24m to state of virginia.Repayment was scheduled to be made from the city share of Urban funding. The city is no longer recieving funding for the Urban funding and so far in the last six months has not recieved the bill for repayment of the loan from the State.City Engineer (R.Hartman) to contact state to request a paid in full letter if loan is cancelled if not accounting ought to notate the liability in the city book.													
<b>Project Map</b>			<b>Schedule of Activities</b>										
			<table> <thead> <tr> <th>Project Activities</th><th>From - To</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>Project Management</td><td>07/09 - 06/17</td><td>462,000</td></tr> </tbody> </table>					Project Activities	From - To	Amount	Project Management	07/09 - 06/17	462,000
Project Activities	From - To	Amount											
Project Management	07/09 - 06/17	462,000											
			<table> <thead> <tr> <th>Total Budgetary Cost Estimate:</th><th>462,000</th></tr> </thead> </table>					Total Budgetary Cost Estimate:	462,000				
Total Budgetary Cost Estimate:	462,000												
			<b>Means of Financing</b>										
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Funding Source	Amount												
General Obligation Bonds	462,000												
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Total Programmed Funding:	462,000												
			<table> <thead> <tr> <th>Future Funding Requirements:</th><th>0</th></tr> </thead> </table>					Future Funding Requirements:	0				
Future Funding Requirements:	0												

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

Project: 11410	Title: Signal Replacement High & Court St			Status: Active Project																											
Comprehensive Plan Information				Project Location																											
CIE Project: LOS/Concurrency:	Plan Reference: Project Need: Growth, Other			District: Location:																											
Programmed Funding																															
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	Non-Appropriated Programmed CIP Funding	FY 2014	FY 2015	FY 2016	Future Funding																							
300,000	300,000	0	0	0	0	0	0	0																							
Description and Scope																															
Replace Traffic Signal System at High and Court Street																															
Rationale																															
Funding Strategy																															
Project Map				Schedule of Activities																											
				<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Project Activities</th> <th style="text-align: left;">From - To</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>Project Management</td> <td></td> <td style="text-align: right;">300,000</td> </tr> <tr> <td colspan="2"><b>Total Budgetary Cost Estimate:</b></td> <td style="text-align: right;"><b>300,000</b></td> </tr> <tr> <td colspan="3" style="text-align: center;">Means of Financing</td> </tr> <tr> <td colspan="2" style="text-align: left;">Funding Source</td> <td style="text-align: right;">Amount</td> </tr> <tr> <td colspan="2">State Funding-VDOT</td> <td style="text-align: right;">300,000</td> </tr> <tr> <td colspan="2"><b>Total Programmed Funding:</b></td> <td style="text-align: right;"><b>300,000</b></td> </tr> <tr> <td colspan="2"><b>Future Funding Requirements:</b></td> <td style="text-align: right;"><b>0</b></td> </tr> </tbody> </table>				Project Activities	From - To	Amount	Project Management		300,000	<b>Total Budgetary Cost Estimate:</b>		<b>300,000</b>	Means of Financing			Funding Source		Amount	State Funding-VDOT		300,000	<b>Total Programmed Funding:</b>		<b>300,000</b>	<b>Future Funding Requirements:</b>		<b>0</b>
Project Activities	From - To	Amount																													
Project Management		300,000																													
<b>Total Budgetary Cost Estimate:</b>		<b>300,000</b>																													
Means of Financing																															
Funding Source		Amount																													
State Funding-VDOT		300,000																													
<b>Total Programmed Funding:</b>		<b>300,000</b>																													
<b>Future Funding Requirements:</b>		<b>0</b>																													

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

<b>Project: 10507</b>	<b>Title: Simondale Improvements</b>	<b>Status: Active Project</b>												
<b>Comprehensive Plan Information</b>		<b>Project Location</b>												
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: Project Need: N/A	District: Location: Simondale												
<b>Programmed Funding</b>														
<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>Future Funding</b>						
3,543,084	2,293,084	0	150,000	200,000	900,000	0	0	0						
<b>Description and Scope</b>														
This neighborhood project provides infrastructure improvements through a phased program including drainage, curbs, gutters, water and sewer improvements. The initial work phases will concentrate on neighborhood stormwater improvements and drainage outfalls. Future phases will include street improvements.														
<b>Rationale</b>														
This neighborhood is one of four priority neighborhoods in the City being funded for street, drainage, and neighborhood improvements.														
<b>Funding Strategy</b>														
Previously, all four neighborhood projects were funded with \$800,000 every four years; \$100,000 for design and \$700,000 for construction. Due to fiscally constrained economic conditions, the next funding phase is \$150,000 in FY13.														
<b>Project Map</b>			<b>Schedule of Activities</b>											
			<table border="1"> <thead> <tr> <th>Project Activities</th> <th>From - To</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Construction</td> <td>07/07 - 06/15</td> <td>3,543,084</td> </tr> </tbody> </table>						Project Activities	From - To	Amount	Construction	07/07 - 06/15	3,543,084
Project Activities	From - To	Amount												
Construction	07/07 - 06/15	3,543,084												
			<table border="1"> <tr> <td>Total Budgetary Cost Estimate:</td> <td>3,543,084</td> </tr> </table>						Total Budgetary Cost Estimate:	3,543,084				
Total Budgetary Cost Estimate:	3,543,084													
<b>Means of Financing</b>														
<table border="1"> <thead> <tr> <th>Funding Source</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>General Obligation Bonds</td> <td>3,460,584</td> </tr> <tr> <td>Transfer from Stormwater Fund</td> <td>82,500</td> </tr> </tbody> </table>			Funding Source	Amount	General Obligation Bonds	3,460,584	Transfer from Stormwater Fund	82,500						
Funding Source	Amount													
General Obligation Bonds	3,460,584													
Transfer from Stormwater Fund	82,500													
			<table border="1"> <tr> <td>Total Programmed Funding:</td> <td>3,543,084</td> </tr> <tr> <td>Future Funding Requirements:</td> <td>0</td> </tr> </table>						Total Programmed Funding:	3,543,084	Future Funding Requirements:	0		
Total Programmed Funding:	3,543,084													
Future Funding Requirements:	0													

**City of Portsmouth**  
**Fiscal Year 2012 Adopted Budget**

**Capital Improvements**  
**Drainage and Street Improvements**

Project: 10007	Title: Street Improvements South Portsmouth			Status: Active Project										
<b>Comprehensive Plan Information</b>				<b>Project Location</b>										
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: Project Need: N/A		District: Location: Brighton/South Portsmouth											
<b>Programmed Funding</b>														
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding						
2,068,356	1,868,356		0	0	0	0	200,000	0						
<b>Description and Scope</b>														
This neighborhood project provides infrastructure improvements through a phased program including drainage, curbs, gutters, water and sewer improvements. The initial work phases will concentrate on neighborhood stormwater improvements and drainage outfalls. Six phases have been completed with future phases focusing on street improvements.														
<b>Rationale</b>														
This neighborhood is one of four priority neighborhoods in the city being funded for street, drainage, and neighborhood improvements.														
<b>Funding Strategy</b>														
Previously, all four neighborhood projects were funded with \$800,000 every four years; \$100,000 for design and \$700,000 for construction. As the cost of materials increase, the amount of neighborhood improvements completed at the \$800,000 funding level has significantly declined. For FY2013 and FY2014, funding for construction of drainage outfall under George Washington Hwy - serves Highland Biltmore and South Portsmouth projects. For FY2015, construction funds for Simondale (\$780K); FY2015, design of \$150K to South Portsmouth.														
<b>Project Map</b>				<b>Schedule of Activities</b>										
				<table border="1"> <thead> <tr> <th>Project Activities</th><th>From - To</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>Construction</td><td>07/07 - 06/12</td><td>2,068,356</td></tr> </tbody> </table>				Project Activities	From - To	Amount	Construction	07/07 - 06/12	2,068,356	
Project Activities	From - To	Amount												
Construction	07/07 - 06/12	2,068,356												
				<table border="1"> <thead> <tr> <th>Total Budgetary Cost Estimate:</th><th>2,068,356</th></tr> </thead> </table>				Total Budgetary Cost Estimate:	2,068,356					
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				<b>Means of Financing</b>										
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Funding Source	Amount													
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Future Funding Requirements:	0													

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

**Project:** 11312

**Title:** Traffic Inventory

**Status:** Active Project

**Comprehensive Plan Information**

**Project Location**

**CIE Project:  
LOS/Concurrency:**

**Plan Reference:  
Project Need:** Growth, Other

**District:  
Location:**

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>				<b>Future Funding</b>
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>		
283,000	0	141,500	141,500	0	0	0	0	0

**Description and Scope**

This Project completes the traffic sign inventory and assessment process currently being developed. It will procure equipments needed to maintain the traffic sign and pavement marking asset management system to meet the requirements of the Federal 23 CFR Part 655 mandated traffic sign retroreflectivity standards and the pending federal requirements for pavement marking retroreflectivity standards.

**Rationale**

**Funding Strategy**

**Project Map**

**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Project Management		43,000
Construction		240,000

**Total Budgetary Cost Estimate:** 283,000

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
General Obligation Bonds	283,000

**Total Programmed Funding:** 283,000  
**Future Funding Requirements:** 0

**NO MAP  
REQUIRED**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

**Project:** 11307

**Title:** Traffic Signal Improvements

**Status:** Active Project

**Comprehensive Plan Information**

**Project Location**

CIE Project: N/A

Plan Reference:

LOS/Concurrency: N/A

Project Need: N/A

District:

Location: Undefined

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>			
				FY 2014	FY 2015	FY 2016	Future Funding
2,881,631	2,304,000	108,160	112,486	116,985	120,000	120,000	0

**Description and Scope**

Throughout the City, this ongoing project provides for the replacement of outdated traffic signals, installation of new traffic signals and other intersection improvements.

**Rationale**

**Funding Strategy**

**Project Map**

**Schedule of Activities**

Project Activities	From - To	Amount
Project Management	07/05 - 06/15	2,881,631

**Total Budgetary Cost Estimate:** 2,881,631

**Means of Financing**

Funding Source	Amount
General Obligation Bonds	1,381,631
Other - Federal Funding	1,500,000

**Total Programmed Funding:** 2,881,631  
**Future Funding Requirements:** 0

**VARIOUS  
LOCATIONS  
CITYWIDE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

**Project: 10407**

**Title: Turnpike Road - ML King Hwy to Portsmouth Boulevard**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

CIE Project: N/A

Plan Reference:

LOS/Concurrency: N/A

Project Need: N/A

District:

Location: Turnpike Road

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>				Future Funding
				FY 2014	FY 2015	FY 2016		
465,900	465,900	0	0	0	0	0	0	0

**Description and Scope**

The project provides funding for facility repairs from Constitution to Portsmouth Boulevard consisting of widening Turnpike Road to five lanes with sidewalks, curbs and gutters and associated drainage improvements. The segment of Turnpike between Constitution and Frederick Boulevard is planned for construction at this time.

**Rationale**

**Funding Strategy**

This project has ongoing ROW and design activities at VDOT, but is accruing construction funding through the City's annual VDOT urban allocation. The CIP estimate is based on the City's paying 2% of total project costs, estimated at \$13,000,000. This is a VDOT managed project project.

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Project Management	07/08 - 06/09	465,900
<b>Total Budgetary Cost Estimate:</b>		465,900

**Means of Financing**

Funding Source	Amount
General Obligation Bonds	395,900
State-Other Categorical Aid	70,000
<b>Total Programmed Funding:</b>	
<b>Future Funding Requirements:</b>	0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

<b>Project:</b> 11311	<b>Title:</b> Update Traffic Signals @ 10 Intersection(HSIP)			<b>Status:</b> Active Project				
<b>Comprehensive Plan Information</b>				<b>Project Location</b>				
CIE Project: LOS/Concurrency:	Plan Reference: Project Need: Growth, Other			District: Location:				
<b>Programmed Funding</b>								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding
3,185,600	3,185,600	0	0	0	0	0	0	0
<b>Description and Scope</b>								
<p>The city has accepted the sum of \$3,185,600 from the VDOT in fy2010/2012 under the HSIP Program for the following traffic intersection</p> <p>Portsmouth Blvd/Deep Creek Blvd(\$244,000)      George Washington Hwy-Greenwood(\$139,000)      Effingham St-Portsmouth Blvd(\$197,200)      Frederick Blvd-Deep Creek Blvd(\$438,200)      Towne Point Rd-Twin Pines Rd (\$192,800)      George Washington Hwy-Frederick Blvd(\$565,300)      Portsmouth Blvd-Elmhurst Lane(\$491,700)      Frederick Blvd-Portsmouth Blvd(\$475,800)</p>								
<b>Rationale</b>								
<b>Funding Strategy</b>								
<b>Project Map</b>				<b>Schedule of Activities</b>				
				<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>		
				Project Management		3,185,600		
				Total Budgetary Cost Estimate:		3,185,600		
				<b>Means of Financing</b>				
				<b>Funding Source</b>	<b>Amount</b>			
				Other - Federal Funding		3,185,600		
				Total Programmed Funding:		3,185,600		
				Future Funding Requirements:		0		

VARIOUS  
LOCATIONS

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

**Project:** 11310

**Title:** Update Traffic Signals 8 Intersection

**Status:** Active Project

**Comprehensive Plan Information**

**Project Location**

**CIE Project:**

**Plan Reference:**

**LOS/Concurrency:**

**Project Need:** Growth, Other

**District:**

**Location:**

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>				<b>Future Funding</b>
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>		
3,244,800	3,244,800	0	0	0	0	0	0	0

**Description and Scope**

Improvements at the following intersections in the following estimated amounts Effingham St/High St(\$395,700), Elm Ave/County St(\$396,400), High St/Tyre Neck Road (\$566,500), Victory Blvd/Elmhurst Lane(\$453,800), Airline Boulevard /Greenwood Drive/Hodges Ferry Rd (\$581,400) George Washington Highway/Victory Boulevard (\$400,600), George Washington Highway/Elm Avenue (\$206,400) and High St/Cwdar Lane (\$244,000).

**Rationale**

Upgrade traffic Signals and to contract safety related improvements at certain road intersections

**Funding Strategy**

Funding provided by the Federal Highway Administration and the Virginia Dept of Transportation

**Project Map**

**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Project Management		3,244,800

**Total Budgetary Cost Estimate:** 3,244,800

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
Other - Federal Funding	3,244,800

**Total Programmed Funding:** 3,244,800  
**Future Funding Requirements:** 0

VARIOUS  
LOCATIONS

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

**Project:** New0058

**Title:** Victory blvd/Paradise Cr Bridge Replacement

**Status:** Active Project

**Comprehensive Plan Information**

**Project Location**

CIE Project:

Plan Reference:

LOS/Concurrency:

Project Need: Growth, Other

District:

Location:

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>			
				FY 2014	FY 2015	FY 2016	Future Funding
1,500,000	0	0	0	0	500,000	1,000,000	0

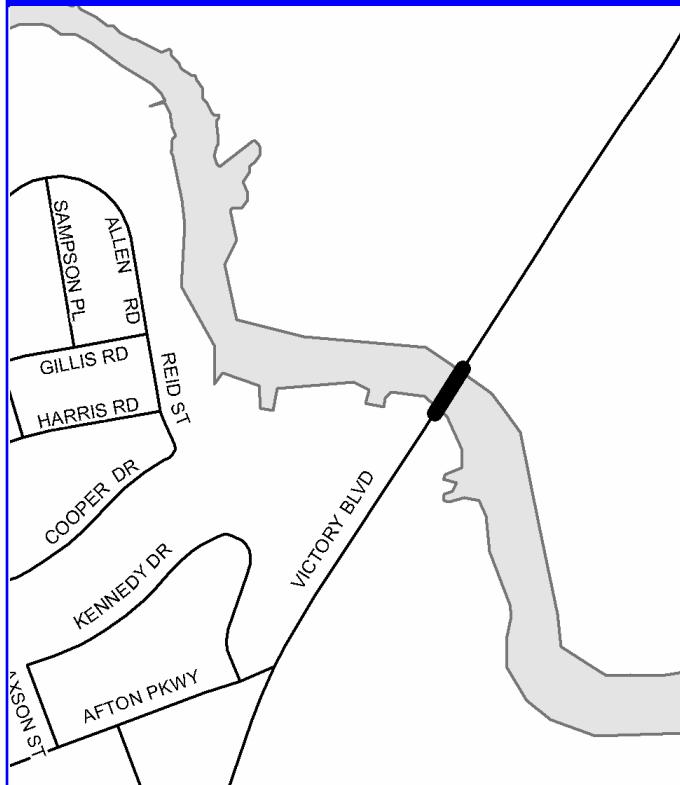
**Description and Scope**

This bridge originally built in 1949, carries Victory Blvd over Paradise Cr and serves as a main entrance to the Norfolk Naval Shipyard. It is also one of our oldest of five bridges in Portsmouth. These funds identified in future years will start the programming for its eventual and necessary replacement.

**Rationale**

**Funding Strategy**

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Project Management	07/15 - 06/16	1,500,000

**Total Budgetary Cost Estimate:** 1,500,000

**Means of Financing**

Funding Source	Amount
General Obligation Bonds	1,500,000

**Total Programmed Funding:** 1,500,000  
**Future Funding Requirements:** 0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Drainage and Street Improvements**

**Project: 10209**

**Title: VPDES Permit Compliance**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:**

**Plan Reference:**

**LOS/Concurrency:**

**Project Need: Growth, Other**

**District:**

**Location: Citywide**

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>				<b>Future Funding</b>
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>		
1,800,000	800,000	200,000	200,000	200,000	200,000	200,000	0	

**Description and Scope**

Compliance with our VPDES Permit is a State and Federal mandate. This project will support multiple activities that are required to meet that mandate. These include water quality monitoring, public education, inspection of industrial facilities, BMP monitoring, annual reporting of pollutant loads, TMDL Implementation studies, etc.

**Rationale**

We are operating with a State VPDES permit that requires a significant increase in our programmatic efforts, and ensuing costs, to meet the mandates of the permit. It is important to track these efforts and their costs.

**Funding Strategy**

VPDES permit activities are funded primarily through the Stormwater Utility Fund. The Stormwater Utility ERU rate is being increased by \$.50 in an effort to support the mandates of the permit.

**Project Map**

**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Project Management	07/08 - 06/15	1,800,000

**Total Budgetary Cost Estimate:** 1,800,000

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
Transfer from Stormwater Fund	1,800,000

**Total Programmed Funding:** 1,800,000  
**Future Funding Requirements:** 0

**MAP NOT  
APPLICABLE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Education**

<b>Project Title</b>	<b>Appropriated To Date</b>	<b>FY 2012 Adopted</b>	<i>Un-Appropriated Subsequent Years</i>			<b>FY 2016</b>	<b>5 Year Total</b>	<b>CIP Total</b>
			<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>			
Simonsdale School	19,324,378	1,375,000	1,375,000	1,375,000	1,375,000	-	5,500,000	24,824,378
Total Project Cost	19,324,378	1,375,000	1,375,000	1,375,000	1,375,000	-	5,500,000	24,824,378
<b>Debt Funding</b>								17,222,170
Education Bonds-VPSA-QSCB (Economic Stimulus)	17,222,170	-	-	-	-	-	-	17,222,170
<b>Education Funding</b>								
State Construction Funds	343,739	-	-	-	-	-	-	343,739
State Lottery Funds	383,469	-	-	-	-	-	-	383,469
Transfers from Schools(Capital Reserve Simonsdale School)	1,375,000	1,375,000	1,375,000	1,375,000	1,375,000	-	5,500,000	6,875,000
Education Funding Funding	2,102,208	1,375,000	1,375,000	1,375,000	1,375,000	-	5,500,000	7,602,208
Total Funding	19,324,378	1,375,000	1,375,000	1,375,000	1,375,000	-	5,500,000	24,824,378

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Education**

<b>Project:</b> 90008	<b>Title:</b> Simondale School	<b>Status:</b> Active Project																						
<b>Comprehensive Plan Information</b>		<b>Project Location</b>																						
CIE Project: LOS/Concurrency:	Plan Reference: Project Need: Growth, Other	District: Location:																						
<b>Programmed Funding</b>																								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	FY 2014	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2015	FY 2016	Future Funding																
24,824,378	19,324,378	1,375,000	1,375,000	1,375,000	1,375,000	0	0																	
<b>Description and Scope</b>																								
Simondale Elementary School is the last Portsmouth school built in the 1940's – 1946. This school currently has 300 students which, combined with the facility's age, makes it an inefficient school to operate. The new school will combine Simondale and Olive Branch Elementary into a 700 student, K-6 school.																								
<b>Rationale</b>																								
This consolidation would allow the School Board to convert Olive Branch into a Pre-Kindergarten center providing increased opportunity for early childhood education through Virginia's At-Risk 4-year old program for Portsmouth's neediest children.																								
<b>Funding Strategy</b>																								
The Portsmouth Public Schools Board agreed to transfer \$1,375,000 from fund balance towards repayment of bonds issued for the construction of the school's project. The city would use this fund to make initial principal payments of \$160,000 for FY2011,12 and \$560,000 for FY13-15. The balance of the money to be accrued in capital reserve, to be used for payment of Interest and principal which commences after the completion of construction of the school.																								
<b>Project Map</b>			<b>Schedule of Activities</b>																					
			<table border="1"> <thead> <tr> <th>Project Activities</th><th>From - To</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>Project Management</td><td>07/07 - 06/11</td><td>7,602,208</td></tr> <tr> <td>Construction</td><td></td><td>17,222,170</td></tr> <tr> <td colspan="2"><b>Total Budgetary Cost Estimate:</b></td><td>24,824,378</td></tr> </tbody> </table>						Project Activities	From - To	Amount	Project Management	07/07 - 06/11	7,602,208	Construction		17,222,170	<b>Total Budgetary Cost Estimate:</b>		24,824,378				
Project Activities	From - To	Amount																						
Project Management	07/07 - 06/11	7,602,208																						
Construction		17,222,170																						
<b>Total Budgetary Cost Estimate:</b>		24,824,378																						
<b>Means of Financing</b>																								
<table border="1"> <thead> <tr> <th>Funding Source</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>Education Bonds-VPSA-QSCB (Economic Stimulus)</td><td>17,222,170</td></tr> <tr> <td>State Construction Funds</td><td>343,739</td></tr> <tr> <td>State Lottery Funds</td><td>383,469</td></tr> <tr> <td>Transfers from Schools(Capital Reserve Simondale School)</td><td>6,875,000</td></tr> <tr> <td colspan="2"><b>Total Programmed Funding:</b></td><td>24,824,378</td></tr> <tr> <td colspan="2"><b>Future Funding Requirements:</b></td><td>0</td></tr> </tbody> </table>			Funding Source	Amount	Education Bonds-VPSA-QSCB (Economic Stimulus)	17,222,170	State Construction Funds	343,739	State Lottery Funds	383,469	Transfers from Schools(Capital Reserve Simondale School)	6,875,000	<b>Total Programmed Funding:</b>		24,824,378	<b>Future Funding Requirements:</b>		0						
Funding Source	Amount																							
Education Bonds-VPSA-QSCB (Economic Stimulus)	17,222,170																							
State Construction Funds	343,739																							
State Lottery Funds	383,469																							
Transfers from Schools(Capital Reserve Simondale School)	6,875,000																							
<b>Total Programmed Funding:</b>		24,824,378																						
<b>Future Funding Requirements:</b>		0																						

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Industrial and Economic Development**

	<b>Appropriated To Date</b>	<b>FY 2012 Adopted</b>	<b>Un-Appropriated Subsequent Years</b>			<b>FY 2016</b>	<b>5 Year Total</b>	<b>CIP Total</b>
			<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>			
<b>Project Title</b>								
City Gateways	1,108,000	216,320	224,973	233,972	243,330	253,063	1,171,658	2,279,658
Holiday Inn Site Redevelopment	7,000,000	489,000	3,836,000	-	-	-	4,325,000	11,325,000
Pac (ntelos Pavilion) - Canopy	3,480,478	-	-	-	-	-	-	3,480,478
Tidewater Community College	12,000,000	-	-	-	-	-	-	12,000,000
Portsmouth Campus Infrastructure								
Total Project Cost	23,588,478	705,320	4,060,973	233,972	243,330	253,063	5,496,658	29,085,136
<b>Debt Funding</b>								
General Obligation Bonds	21,193,467	705,320	1,724,973	233,972	243,330	253,063	3,160,658	24,354,125
<b>Other Funding</b>								
Harbor Center Pavilion Ticket Sales	7,070	-	-	-	-	-	-	7,070
Interest Earnings	500,000	-	-	-	-	-	-	500,000
Other - Local Funding	37,941	-	-	-	-	-	-	37,941
Sale of Property	-	-	2,336,000	-	-	-	2,336,000	2,336,000
Other Funding Funding	545,011	-	2,336,000	-	-	-	2,336,000	2,881,011
<b>Transfers</b>								
Transfer from General Fund	1,850,000	-	-	-	-	-	-	1,850,000
Total Funding	23,588,478	705,320	4,060,973	233,972	243,330	253,063	5,496,658	29,085,136

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Industrial and Economic Development**

**Project: 14107**

**Title: City Gateways**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:  
LOS/Concurrency:**

**Plan Reference:  
Project Need: Growth, Other**

**District:  
Location: City Wide**

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>				<b>Future Funding</b>
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>		
2,279,658	1,108,000	216,320	224,973	233,972	243,330	253,063	0	

**Description and Scope**

Gateways and multimodal corridors serve as the front door to citizens and visitors to our City. The beautification and maintenance of our gateways is a City Council priority and this project provides funding for the implementation of the City's Gateway and Corridor enhancements.

**Rationale**

The visual appearance of roadway corridors has been identified by citizens as an important factor in Portsmouth's quality of life. Destination 2025, the City's adopted Comprehensive plan, specifically identifies the City's most important gateways and corridors. Within the adopted Comprehensive Plan, adopted policy statement #10.2(2) calls for improving and investing in the appearance of gateway entrance to and roadway corridors through Portsmouth. These adopted strategies include: investing in visual improvements at interchange entrances and along major roadway corridors; improving the visual appearance of, and reducing visual clutter along roadway corridors, coordinating visual improvements with land use strategies to promote redevelopment; implementing a coordinated program for the installation of attractive/directional information signage throughout Portsmouth that is graphically consistent with the City's marketing program; installing period lighting and historic district signage; maintaining and enhancing existing and creating new view corridors from public ways to scenic resources; and improving the maintenance of right-of-way landscaping and streetscape conditions.

**Funding Strategy**

Estimated funding needs of \$200,000 in FY10 and increasing to \$243,330 in 2015 will maintain this core service

**Operating Budget Impacts**

Once such improvements are completed, estimates for the monetary impact to the operating budget will be determined.

**Project Map**

**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Construction	07/06 - 06/15	2,279,658

**Total Budgetary Cost Estimate:** 2,279,658

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
General Obligation Bonds	2,279,658

**Total Programmed Funding:** 2,279,658  
**Future Funding Requirements:** 0

**VARIOUS  
LOCATIONS  
CITYWIDE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Industrial and Economic Development**

**Project: 13009**

**Title: Holiday Inn Site Redevelopment**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

**CIE Project: N/A**

**Plan Reference:**

**LOS/Concurrency: N/A**

**Project Need: N/A**

**District:**

**Location: Crawford Parkway**

**Programmed Funding**

***Non-Appropriated Programmed CIP Funding***

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>Future Funding</b>
11,325,000	7,000,000	489,000	3,836,000	0	0	0	0

**Description and Scope**

In July 2007, Lincoln Property Company (LPC) was selected as Developer for the six-acre developable site owned by Greater Portsmouth Development Corporation and the Portsmouth Redevelopment and Housing Authority. The Development Agreement for this project was executed on February 14, 2008. An amendment to this agreement was signed on June 12, 2009 granting LPC a year extension due to the downturn in the economy. During this time LPC will work closely with GPDC, PRHA and the City to establish a feasible financing plan for the project and determine the mix of uses for the project. The Olde Towne Holiday Inn has been demolished. The project is projected to have a total development cost of approximately \$158 million with \$29 million being generated in new tax revenue to the City. It is estimated that there will be a four to five year build-out.

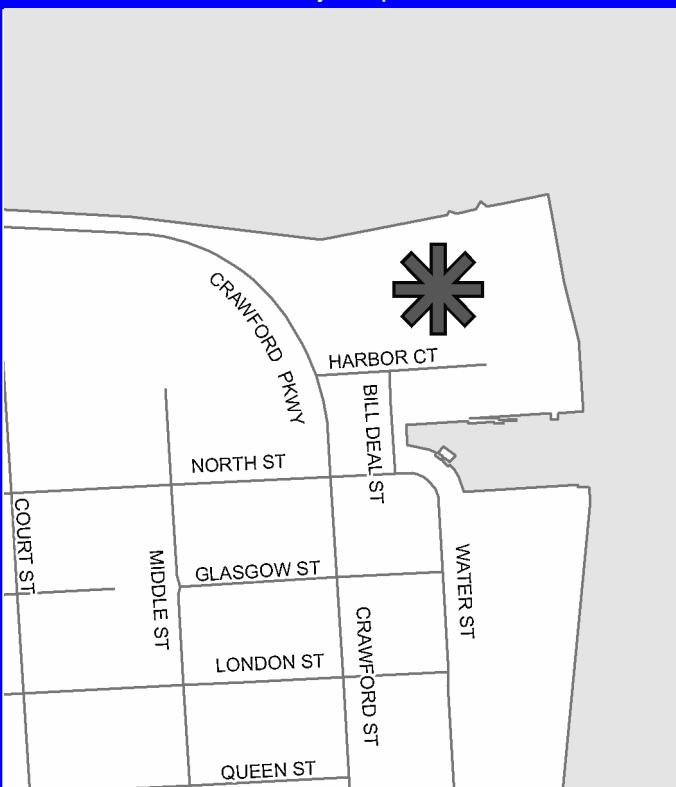
**Rationale**

**Funding Strategy**

Partial project costs will be funded through the land sale proceeds from the redevelopment site and remaining project costs will be funded through bond anticipation notes and general obligation bonds.

**Project Map**

**Schedule of Activities**



<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Project Management	07/07 - 06/13	11,325,000

**Total Budgetary Cost Estimate:** 11,325,000

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
General Obligation Bonds	8,989,000
Sale of Property	2,336,000

**Total Programmed Funding:** 11,325,000  
**Future Funding Requirements:** 0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Industrial and Economic Development**

**Project:** 13907

**Title:** Pac (ntelos Pavilion) - Canopy

**Status:** Active Project

**Comprehensive Plan Information**

**Project Location**

**CIE Project:  
LOS/Concurrency:**

**Plan Reference:  
Project Need:** Growth, Other

**District:**

**Location:** Undefined

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>				<b>Future Funding</b>
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>		
3,480,478	3,480,478	0	0	0	0	0	0	0

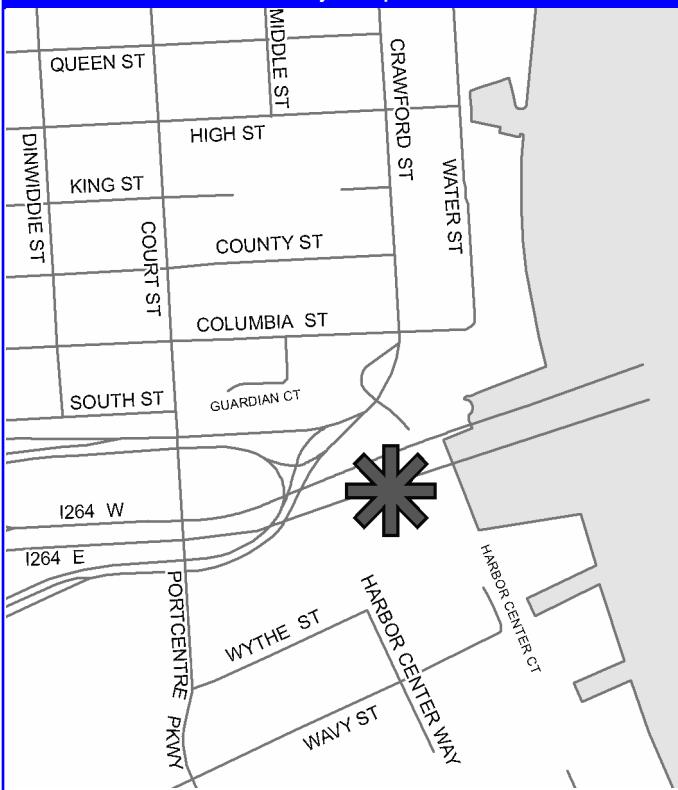
**Description and Scope**

Funding for the replacement of the canopy, correction of drainage and additions to the structure.  
The Canopy has been completely replaced and the remaining work is facility improvements.

**Rationale**

**Funding Strategy**

**Project Map**



**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Project Management	07/04 - 06/05	3,480,478
<b>Total Budgetary Cost Estimate:</b>		3,480,478

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
General Obligation Bonds	3,185,467
Harbor Center Pavilion Ticket Sales	7,070
Other - Local Funding	37,941
Transfer from General Fund	250,000
<b>Total Programmed Funding:</b>	
<b>Future Funding Requirements:</b>	0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Industrial and Economic Development**

<b>Project:</b> 14407	<b>Title:</b> Tidewater Community College Portsmouth Campus Infrastructure			<b>Status:</b> Active Project											
<b>Comprehensive Plan Information</b>				<b>Project Location</b>											
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: Life Long Learning Project Need: N/A			District: Location: Victory Park											
<b>Programmed Funding</b>															
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding							
12,000,000	12,000,000	0	0	0	0	0	0	0							
<b>Description and Scope</b>															
The Tidewater Community College Portsmouth Campus relocated to a new facility built on 35 acres in the Victory Commerce Park located adjacent to Victory Boulevard and I-264. The City of Portsmouth's commitment is to provide the necessary roadways, utilities and stormwater facilities within five (5) feet of the proposed campus buildings.															
<b>Rationale</b>															
This project serves as an anchor for other businesses to locate in the proposed adjacent business park. The project was approved by the City Council as one of its top six priorities.															
<b>Funding Strategy</b>															
The City's monetary commitment on the infrastructure is \$12,000,000. This project was financed through GO bond funding and a transfer from the general fund.															
<b>Project Map</b>				<b>Schedule of Activities</b>											
				<table border="1"> <thead> <tr> <th>Project Activities</th><th>From - To</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>Construction</td><td>07/06 - 06/09</td><td>12,000,000</td></tr> </tbody> </table>				Project Activities	From - To	Amount	Construction	07/06 - 06/09	12,000,000		
Project Activities	From - To	Amount													
Construction	07/06 - 06/09	12,000,000													
				<p style="text-align: right;">Total Budgetary Cost Estimate: 12,000,000</p>											
				<b>Means of Financing</b>											
				<table border="1"> <thead> <tr> <th>Funding Source</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>General Obligation Bonds</td><td>9,900,000</td></tr> <tr> <td>Interest Earnings</td><td>500,000</td></tr> <tr> <td>Transfer from General Fund</td><td>1,600,000</td></tr> </tbody> </table>				Funding Source	Amount	General Obligation Bonds	9,900,000	Interest Earnings	500,000	Transfer from General Fund	1,600,000
Funding Source	Amount														
General Obligation Bonds	9,900,000														
Interest Earnings	500,000														
Transfer from General Fund	1,600,000														
				<p style="text-align: right;">Total Programmed Funding: 12,000,000</p>											
				<p style="text-align: right;">Future Funding Requirements: 0</p>											

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Leisure Services**

<b>Project Title</b>	<b>Appropriated To Date</b>	<b>FY 2012 Adopted</b>	<b>Un-Appropriated Subsequent Years</b>			<b>FY 2016</b>	<b>5 Year Total</b>	<b>CIP Total</b>
			<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>			
Cavalier Manor Athletic Complex	267,000	-	-	-	-	-	-	267,000
Children's Museum Expansion	14,837,000	-	-	-	-	-	-	14,837,000
Churchland Park - Field Renovation	160,000	-	-	-	-	-	-	160,000
City Park Boat Ramp Renovation	100,000	-	-	-	-	-	-	100,000
Cradock Skate Park	200,000	-	-	-	-	-	-	200,000
Outdoor Athletic Lighting	797,639	118,976	123,735	128,685	130,000	135,000	636,396	1,434,035
Outdoor Recreation Facility Repair / Replacement	1,025,600	151,424	157,481	163,781	165,000	170,000	807,686	1,833,286
Parks & Recreation Open Space Master Plan	150,000	-	-	-	150,000	-	150,000	300,000
Playground Equipment	562,229	-	-	-	-	-	-	562,229
Total Project Cost	18,099,468	270,400	281,216	292,466	445,000	305,000	1,594,082	19,693,550
<b>Debt Funding</b>								
General Obligation Bonds	11,812,468	270,400	281,216	292,466	445,000	305,000	1,594,082	13,406,550
<b>Other Funding</b>								
Local Contribution	3,687,000	-	-	-	-	-	-	3,687,000
Sale of Property	300,000	-	-	-	-	-	-	300,000
Other Funding Funding	3,987,000	-	-	-	-	-	-	3,987,000
<b>State Funding</b>								
State Funding-Grants	300,000	-	-	-	-	-	-	300,000
<b>Transfers</b>								
Transfer from General Fund	2,000,000	-	-	-	-	-	-	2,000,000
Total Funding	18,099,468	270,400	281,216	292,466	445,000	305,000	1,594,082	19,693,550

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Leisure Services**

Project: 15107	Title: Cavalier Manor Athletic Complex			Status: Active Project									
Comprehensive Plan Information				Project Location									
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: CC Vision - Neighborhood Project Need: N/A			District:	Location: Cavalier Manor Athletic Complex								
Programmed Funding													
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>									
				FY 2014	FY 2015	FY 2016	Future Funding						
267,000	267,000	0	0	0	0	0	0						
Description and Scope													
<p>Project provides funding for the Cavalier Manor Athletic Complex and includes the replacement/renovation of Outdoor Athletic amenties such as the fencing, drainage, court surfacing and field renovation.</p> <p>Areas which will be addressed include:</p> <ul style="list-style-type: none"> <li>• Athletic Field Complex - perimeter fencing - 2005- \$35,000</li> <li>• Tennis Court - fencing/renovation/reconfiguration - 2006 - \$47,000</li> <li>• Parking lots - resurfacing - 2006 - \$55,000</li> <li>• Soccer/Football - New Field construction - 2007 - \$60,000</li> <li>• Little League Major Baseball - drainage improvements - 2008 - \$70,000</li> </ul>													
Rationale													
<p>These are a series of on-going projects to renovate the aging athletic complex at Cavalier Manor.</p>													
Funding Strategy													
Project Map				Schedule of Activities									
				<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;">Project Activities</th> <th style="width: 20%;">From - To</th> <th style="width: 20%;">Amount</th> </tr> </thead> <tbody> <tr> <td>Construction</td> <td>01/06 - 07/08</td> <td>267,000</td> </tr> </tbody> </table>				Project Activities	From - To	Amount	Construction	01/06 - 07/08	267,000
Project Activities	From - To	Amount											
Construction	01/06 - 07/08	267,000											
				<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="width: 60%;">Total Budgetary Cost Estimate:</th> <th style="width: 40%;">267,000</th> </tr> </thead> </table>				Total Budgetary Cost Estimate:		267,000			
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				<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="width: 60%;">Means of Financing</th> <th style="width: 40%;"> </th> </tr> </thead> </table>				Means of Financing					
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Funding Source	Amount												
General Obligation Bonds	267,000												
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				<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="width: 60%;">Future Funding Requirements:</th> <th style="width: 40%;">0</th> </tr> </thead> </table>				Future Funding Requirements:		0			
Future Funding Requirements:		0											

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Leisure Services**

**Project: 14707**

**Title: Children's Museum Expansion**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

CIE Project: N/A

**Plan Reference: Life Long Learning**

**District:**

LOS/Concurrency: N/A

**Project Need: N/A**

**Location: 221 High Street**

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>				<b>Future Funding</b>
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>		
14,837,000	14,837,000	0	0	0	0	0	0	0

**Description and Scope**

The renovation and expansion of the Children's Museum will 1) enhance the museum's community presence, 2) keep the museum market competitive on a local, regional, state level, 3) bring the facility up to current code, and 4) address the aging and obsolete exhibits.

**Rationale**

As part of enhancing the museum's community presence, the main entrance will be moved to High Street with a clearly identifiable facade. Normal life expectancy of exhibits range from 5 to 7 years; the museum's current exhibits have been in cycle for 9 to 13 years. Repairing the old exhibits was cost prohibitive; therefore, the exhibits will be completely changed out with new exhibits that are easier to maintain and equipped with new technology. Finally, the renovations will bring the entire museum up to code in the areas of fire suppression system, ADA accessible and a leaking roof. The Children's Museum has been identified as one of the top six projects in the CIP by City Council, and will greatly impact downtown revitalization efforts.

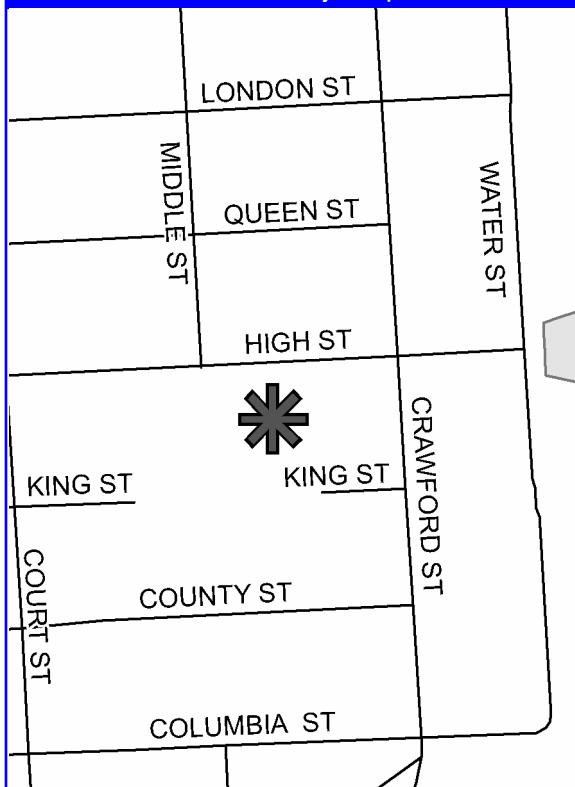
**Funding Strategy**

Financing thru G.O. Bonds. The \$10.9M represents acquisition of the Oast & Hook building, project manager to coordinate the activities between the Exhibit Fabricator and Contractor, and construction costs with a 7.5% contingency. This funding does not include the funding needed for construction of the exhibits. The Portsmouth Museums Foundation has committed to raising the approximately \$4 million needed for the exhibits. Funding is also being sought from the Federal Government as well as through the State's General Assembly.

**Operating Budget Impacts**

Due to the increased size there will be increased utility costs. Impact to personnel costs will include requests for one full time fiscal support specialist (cashier) and one reservationist to book groups.

**Project Map**



**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Project Management	07/06 - 06/07	1,175,000
Construction	07/10 - 05/11	13,662,000

**Total Budgetary Cost Estimate:** 14,837,000

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
General Obligation Bonds	8,850,000
Local Contribution	3,687,000
State Funding-Grants	300,000
Transfer from General Fund	2,000,000

**Total Programmed Funding:** 14,837,000  
**Future Funding Requirements:** 0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Leisure Services**

<b>Project:</b> 15207	<b>Title:</b> Churchland Park - Field Renovation	<b>Status:</b> Active Project													
<b>Comprehensive Plan Information</b>		<b>Project Location</b>													
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: CC Vision - Neighborhood Project Need: N/A	District: Location: Churchland Park													
<b>Programmed Funding</b>															
<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>		<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>Future Funding</b>						
160,000	160,000	0	0	0	0	0	0	0	0						
<b>Description and Scope</b>															
Project provides funding for the renovation of outdoor athletic amenities such as fencing, drainage and field renovation.															
Fencing and Parking Improvements - \$60,000 Field Renovation & Drainage Improvements - \$100,000															
<b>Rationale</b>															
The Churchland Park athletic complex was in poor condition and this project will address severe drainage issues and improve field quality.															
<b>Funding Strategy</b>															
Funding for this project has been provided through GO Bond funding.															
<b>Project Map</b>			<b>Schedule of Activities</b>												
			<table border="1"> <thead> <tr> <th>Project Activities</th> <th>From - To</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Construction</td> <td>01/06 - 07/07</td> <td>160,000</td> </tr> </tbody> </table>							Project Activities	From - To	Amount	Construction	01/06 - 07/07	160,000
Project Activities	From - To	Amount													
Construction	01/06 - 07/07	160,000													
			<table border="1"> <tr> <td>Total Budgetary Cost Estimate:</td> <td>160,000</td> </tr> </table>							Total Budgetary Cost Estimate:	160,000				
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			<table border="1"> <thead> <tr> <th>Funding Source</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>General Obligation Bonds</td> <td>160,000</td> </tr> </tbody> </table>							Funding Source	Amount	General Obligation Bonds	160,000		
Funding Source	Amount														
General Obligation Bonds	160,000														
			<table border="1"> <tr> <td>Total Programmed Funding:</td> <td>160,000</td> </tr> <tr> <td>Future Funding Requirements:</td> <td>0</td> </tr> </table>							Total Programmed Funding:	160,000	Future Funding Requirements:	0		
Total Programmed Funding:	160,000														
Future Funding Requirements:	0														

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Leisure Services**

**Project: 15507**

**Title: City Park Boat Ramp Renovation**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

CIE Project: N/A

Plan Reference: CC Vision - Neighborhood

District:

LOS/Concurrency: N/A

Project Need: N/A

Location: City Park

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>				Future Funding
				FY 2014	FY 2015	FY 2016		
100,000	100,000	0	0	0	0	0	0	0

**Description and Scope**

The boat ramps at City Park consists of the solid concrete ramps above the water line and articulated concrete sections below the water line. The articulated sections need repair and replacement. In addition, dredging needs to be done at the base of the ramps to eliminate the build up of sand.

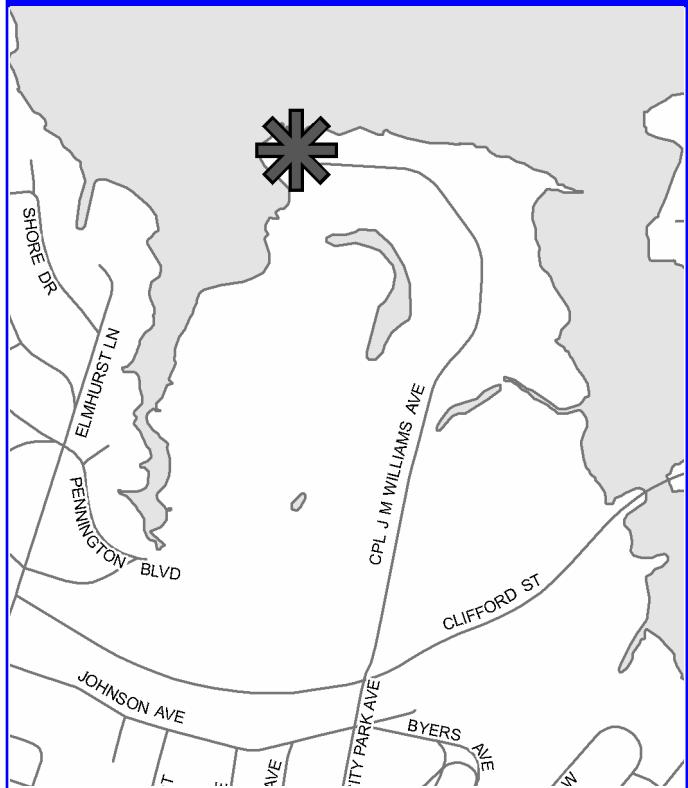
**Rationale**

The ramps were constructed in 1987 and are heavily used. They are the only public boat ramps in Portsmouth. The volume of use combined with the detrimental effects of the tidal water necessitates these repairs to assure these ramps are safe for public use.

**Funding Strategy**

Project financed through land sale proceeds from Shea Terrace odd lot properties.

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Construction	07/06 - 07/07	100,000

Total Budgetary Cost Estimate: 100,000

**Means of Financing**

Funding Source	Amount
Sale of Property	100,000

Total Programmed Funding: 100,000  
Future Funding Requirements: 0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Leisure Services**

Project: 14110	Title: Craddock Skate Park			Status: Active Project									
Comprehensive Plan Information				Project Location									
CIE Project: LOS/Concurrency:	Plan Reference: Project Need: Growth, Other			District: Location:									
Programmed Funding													
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>									
200,000	200,000	0	0	FY 2014	FY 2015	FY 2016	Future Funding						
Description and Scope													
Project will provide a modular skate park installation on a concrete slab at George Washington Park in the Craddock neighborhood.													
Rationale													
<p>Skate parks have become very popular across the nation, especially with the proliferation of the X-Game and the X-Generation. The Craddock Community began a campaign to have a skate park in Craddock. George Washington appears to be the location they feel will best meet this need.</p> <p>A modular skate park design with movable components would enable changes to be made periodically. The project will address a growing need that has not been met in Portsmouth. In addition, by providing a safe, designated location for skateboarders, it will decrease skateboarding in areas where it is undesirable such as downtown areas and heavily trafficked neighborhood streets.</p>													
Funding Strategy													
Project Map				Schedule of Activities									
				<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Project Activities</th> <th style="width: 25%;">From - To</th> <th style="width: 25%;">Amount</th> </tr> </thead> <tbody> <tr> <td>Project Management</td> <td>07/09 - 06/10</td> <td>200,000</td> </tr> </tbody> </table>				Project Activities	From - To	Amount	Project Management	07/09 - 06/10	200,000
Project Activities	From - To	Amount											
Project Management	07/09 - 06/10	200,000											
				<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="width: 50%;">Total Budgetary Cost Estimate:</th> <th style="width: 50%;">200,000</th> </tr> </thead> </table>				Total Budgetary Cost Estimate:		200,000			
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Funding Source	Amount												
General Obligation Bonds	200,000												
				<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="width: 50%;">Total Programmed Funding:</th> <th style="width: 50%;">200,000</th> </tr> </thead> </table>				Total Programmed Funding:		200,000			
Total Programmed Funding:		200,000											
				<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="width: 50%;">Future Funding Requirements:</th> <th style="width: 50%;">0</th> </tr> </thead> </table>				Future Funding Requirements:		0			
Future Funding Requirements:		0											

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Leisure Services**

**Project: 14907**

**Title: Outdoor Athletic Lighting**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

**CIE Project: N/A**

**Plan Reference: CC Vision - Neighborhood**

**District:**

**LOS/Concurrency: N/A**

**Project Need: N/A**

**Location: City-wide**

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>			
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>Future Funding</b>
1,434,035	797,639	118,976	123,735	128,685	130,000	135,000	0

**Description and Scope**

Project provides funding for new and upgraded lighting systems to baseball, soccer, football, and softball fields. Fields which will be addressed include:

- Highland Biltmore Softball • Cradock Middle Softball
- Hodges Manor Soccer • Churchland Little League (Field 1) -
- Churchland Little League (Field 2)
- Cavalier Manor Football -
- Churchland Park Softball #4 -

**Rationale**

Enrollment and participation in the City's athletic leagues is continually increasing. Due to the limited number of fields available for practice and games, it has become necessary for leagues to operate during nighttime hours. In addition, lighting the fields will enhance the leagues ability to host tournaments.

**Funding Strategy**

This is a long term project to replace and upgrade the City's athletic lighting one field per year.

**Operating Budget Impacts**

This project allows the City to realize energy savings due to energy efficient bulbs and a 25 year warranty during which time the manufacturer will maintain the lights.

**Project Map**

**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Construction	01/06 - 07/15	1,434,035
<b>Total Budgetary Cost Estimate:</b>		1,434,035
<b>Means of Financing</b>		
<b>Funding Source</b>	<b>Amount</b>	
General Obligation Bonds	1,424,035	
Sale of Property	10,000	
<b>Total Programmed Funding:</b>		1,434,035
<b>Future Funding Requirements:</b>		0

**VARIOUS  
LOCATIONS  
CITYWIDE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

## **Capital Improvements**

### **Leisure Services**

Project: 15007	Title: Outdoor Recreation Facility Repair / Replacement			Status: Active Project				
Comprehensive Plan Information			Project Location					
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: CC Vision - Neighborhood Project Need: N/A		District: Location: City-wide					
Programmed Funding								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	FY 2014	Non-Appropriated Programmed CIP Funding	FY 2015	FY 2016	Future Funding
1,833,286	1,025,600	151,424	157,481	163,781	165,000	170,000	0	
Description and Scope								

This project provides funding to replace/renovate outdoor athletic amenities such as fencing, drainage, court surfacing, field renovation and tennis court renovation. Projects which have been identified include:

- NAD - St. Julian's Creek - Cradock Little League -- fencing and bleacher replacement
  - Churchland Little League # 2 & #3 - fencing replacement
  - Parking Lot Improvements (Neighborhood Facility/Westbury Park)
  - Parking Lot Improvements (Cavalier Manor Athletic, Churchland Boys Baseball)
  - Churchland Park #4 Softball - fencing replacement
  - Renovation of Tennis Courts (Wilson High School, Churchland Park, City Park)
  - Demolition of old athletic lighting - South Street ball field
  - Other Ballfield fencing and athletic facility renovations as determined by priorities
  - Other Ballfield fencing and athletic facility renovations as determined by priorities

This project will continue to replace the City's aging outdoor athletic and recreation facilities. Replacement of fencing will enhance the appearance of the facilities and fields, make them safer and more conducive for participants and reduce potential liability. In addition, the City should demolish old athletic lighting systems that are no longer in use. Other projects include development of a park at the former Port Norfolk Elementary School site and tennis court renovations.

Funding Strategy

This is a long term, on-going project to replace and upgrade our aging parks and outdoor recreation amenities.

Project Map		Schedule of Activities		
		Project Activities	From - To	Amount
		Construction	01/06 - 06/15	1,833,286
				<b>Total Budgetary Cost Estimate:</b> 1,833,286
				<b>Means of Financing</b>
Funding Source		Amount		
General Obligation Bonds		1,793,286		
Sale of Property		40,000		
				<b>Total Programmed Funding:</b> 1,833,286
				<b>Future Funding Requirements:</b> 0

# VARIOUS LOCATIONS CITYWIDE

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Leisure Services**

**Project: 15407**

**Title: Parks & Recreation Open Space Master Plan**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

**CIE Project: N/A**

**Plan Reference: CC Vision - Neighborhood**

**District:**

**LOS/Concurrency: N/A**

**Project Need: N/A**

**Location: City-wide**

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>				<b>Future Funding</b>
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>		
300,000	150,000	0	0	0	150,000	0	0	0

**Description and Scope**

This project provides funding to develop a master plan for Parks and Recreation open space areas throughout the City.

The Comprehensive Plan identifies a comprehensive parks and recreation plan to fully inventory existing recreational facilities and programs available to city residents, define current and projected needs based upon the inventory and a demographic analysis of Portsmouth's population, and develop strategies and actions to meet those needs.

**Rationale**

The Master Plan is a tool that will identify Portsmouth's parks, open spaces, and recreational facilities and establish a policy for acquisition, development, administration, and utilization of Portsmouth's parks, recreation, and open space resources. Just as perspective and connectivity are important in planning for upgrading and expanding gray infrastructure, (e.g. roads, storm drains, sewers and utilities) they are also important in planning for, upgrading, expanding and protecting functional natural areas, or green infrastructure.

The Master Plan will create a clear set of goals, policies, and objectives based on Portsmouth's unique circumstances. The Master Plan will provide direction to City staff, the Parks and Recreation Commission and the City Council.

The Master Plan will identify and evaluate the existing system; assess the need for additional park land, open space, and specialized facilities; establish criteria and standards for site selection, design, and management of the various areas; and recommend an approach to funding acquisition, development, and maintenance of facilities.

**Funding Strategy**

**Project Map**

**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Design	07/06 - 07/15	300,000

**Total Budgetary Cost Estimate:** 300,000

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
General Obligation Bonds	150,000
Sale of Property	150,000

**Total Programmed Funding:** 300,000  
**Future Funding Requirements:** 0

**MAP NOT  
APPLICABLE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Leisure Services**

<b>Project:</b> 23207	<b>Title:</b> Playground Equipment			<b>Status:</b> Active Project									
<b>Comprehensive Plan Information</b>				<b>Project Location</b>									
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: CC Vision - Neighborhood Project Need: N/A		District: Location: City-wide										
<b>Programmed Funding</b>													
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	FY 2014	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2015	FY 2016	Future Funding					
562,229	562,229	0	0	0		0	0	0					
<b>Description and Scope</b>													
This project funds the replacement of playground equipment throughout the City.													
Playgrounds include - City Park, Douglas Park, Olde Towne, Highland and Lansing Playground													
<b>Rationale</b>													
This is a long term project to replace and upgrade our playground equipment. In the '90's, the City had to remove much of the existing playground equipment due to age, lead paint, and overall deterioration. This resulted in a serious deficit in playground equipment available for our City's children. In addition, much of the remaining playground equipment is in need of replacement due to age and condition.													
<b>Funding Strategy</b>													
<b>Project Map</b>				<b>Schedule of Activities</b>									
				Project Activities	From - To	<b>Amount</b>							
				Construction	07/06 - 06/13	562,229							
				Total Budgetary Cost Estimate: 562,229									
<b>Means of Financing</b>													
Funding Source	<b>Amount</b>												
General Obligation Bonds	562,229												
				Total Programmed Funding: 562,229									
				Future Funding Requirements: 0									

**VARIOUS  
LOCATIONS  
CITYWIDE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Municipal Facilities**

	<b>Appropriated To Date</b>	<b>FY 2012 Adopted</b>	<b>Un-Appropriated Subsequent Years</b>			<b>FY 2016</b>	<b>5 Year Total</b>	<b>CIP Total</b>
			<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>			
<b>Project Title</b>								
ADA Compliance-Municipal Facilities	578,000	81,120	84,365	87,740	90,000	75,000	418,225	996,225
Benchmark Monumentation Grid	150,000	-	-	-	-	-	-	150,000
Churchland Library	6,747,590	-	-	-	-	-	-	6,747,590
City/Schools Joint Financial Management System	2,936,486	-	-	-	-	-	-	2,936,486
Disposition of School Properties	2,100,000	-	-	-	-	-	-	2,100,000
Effingham Fire Station Restoration	657,000	-	-	-	-	-	-	657,000
Fire Stations Renovations	300,000	-	-	-	-	-	-	300,000
Fire Vehicle and Storage Building	438,708	-	-	-	-	-	-	438,708
Harbor Center Pavilion-Facility Upgrades	276,000	50,000	50,000	50,000	50,000	50,000	250,000	526,000
HazMat Program	2,137,454	81,120	84,365	87,740	85,000	85,000	423,225	2,560,679
Judicial Facilities Improvements	3,640,000	-	-	-	-	-	-	3,640,000
Portsmouth Court Complex(Port Center)	44,950,259	28,000,000	4,750,000	9,048,292	-	-	41,798,292	86,748,551
Public Safety New Radio System	-	3,000,000	8,000,000	-	-	-	11,000,000	11,000,000
Renovations to Various Buildings	2,466,694	216,320	224,973	233,972	250,000	250,000	1,175,265	3,641,959
Repair of Seawall	863,932	37,856	39,370	40,945	50,000	50,000	218,171	1,082,103
Replacement of HVAC	1,615,406	108,160	112,486	116,985	120,000	150,000	607,631	2,223,037
Roof Replacement	2,308,022	108,160	112,486	116,985	120,000	150,000	607,631	2,915,653
Seawall Reinforcement	5,675,000	3,200,000	-	-	250,000	-	3,450,000	9,125,000
Total Project Cost	77,840,551	34,882,736	13,458,045	9,782,659	1,015,000	810,000	59,948,440	137,788,991
<b>Debt Funding</b>								
General Obligation Bonds	63,458,501	6,013,933	11,589,242	7,913,856	715,000	760,000	26,992,031	90,450,532
General Obligation Notes	-	25,000,000	-	-	-	-	25,000,000	25,000,000
Debt Funding Funding	63,458,501	31,013,933	11,589,242	7,913,856	715,000	760,000	51,992,031	115,450,532
<b>Other Funding</b>								
Harbor Center Pavilion Ticket Sales	276,000	50,000	50,000	50,000	50,000	50,000	250,000	526,000
Other - Federal Funding	122,000	-	-	-	-	-	-	122,000
Other - Local Funding	315,146	-	-	-	-	-	-	315,146
Other - State Funding	100,000	-	-	-	-	-	-	100,000
Sale of Property	3,990,000	-	-	-	-	-	-	3,990,000
Other Funding Funding	4,803,146	50,000	50,000	50,000	50,000	50,000	250,000	5,053,146
<b>Transfers</b>								
Trans from Gen Fund to Capital Reserve - Courts	2,577,572	1,818,803	1,818,803	1,818,803	-	-	5,456,409	8,033,981
Transfer from General Fund	7,001,332	2,000,000	-	-	250,000	-	2,250,000	9,251,332
Transfers Funding	9,578,904	3,818,803	1,818,803	1,818,803	250,000	-	7,706,409	17,285,313
Total Funding	77,840,551	34,882,736	13,458,045	9,782,659	1,015,000	810,000	59,948,440	137,788,991

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Municipal Facilities**

**Project: 16907**

**Title: ADA Compliance-Municipal Facilities**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

**CIE Project: N/A**

**Plan Reference:**

**LOS/Concurrency: N/A**

**Project Need: N/A**

**District:**

**Location: Undefined**

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>				<b>Future Funding</b>
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>		
996,225	578,000	81,120	84,365	87,740	90,000	75,000	0	

**Description and Scope**

This project provides the needed funding to make restrooms, entrances, halls and doors compliant with the Americans with Disabilities Act.

**Rationale**

Funding is required in order to respond to complaints and continue to upgrade non-compliant buildings upon identification of deficiency.

**Funding Strategy**

In past CIP budgets this project has been funded with GO Bonds.

**Operating Budget Impacts**

There is no direct impact on the Operating Budget.

**Project Map**

**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Project Management	07/06 - 06/11	425,000
Construction	07/06 - 06/15	571,225

**Total Budgetary Cost Estimate:** 996,225

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
General Obligation Bonds	996,225

**Total Programmed Funding:** 996,225  
**Future Funding Requirements:** 0

**MAP NOT  
APPLICABLE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Municipal Facilities**

**Project: 18607**

**Title: Benchmark Monumentation Grid**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

CIE Project: N/A

Plan Reference: N&CT, R&PE

District:

LOS/Concurrency: N/A

Project Need: N/A

Location: City Wide

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>				Future Funding
				FY 2014	FY 2015	FY 2016		
150,000	150,000	0	0	0	0	0	0	0

**Description and Scope**

Install a new City-wide benchmark monumentation grid that is based on the 1988 NAVD elevation datum. This is the standard that has been adopted by FEMA for flood mapping. An accurate monument network throughout the City is important for developers (site planning), and for every real estate transaction that requires a flood certificate.

**Rationale**

The existing monument network has deteriorated significantly and is inadequate because it is based on the 1929 vertical datum. This is an out-dated standard that requires a conversion calculation to be done by the City Surveyor every time a benchmark point is requested for reference. Having a good monument network available is a City service similar to our need to provide water, sewer, drainage and roadways. The City of Portsmouth is one of the last local municipalities to upgrade its monumentation network.

**Funding Strategy**

Project financed by land sale proceeds from various mid-town properties.

**Operating Budget Impacts**

\$2000/yr should be programmed in the Engineering operating budget to maintain the network each year.

**Project Map**

**Schedule of Activities**

Project Activities	From - To	Amount
Project Management	07/06 - 06/07	150,000

**Total Budgetary Cost Estimate:** 150,000

**Means of Financing**

Funding Source	Amount
Sale of Property	150,000

**Total Programmed Funding:** 150,000  
**Future Funding Requirements:** 0

**MAP NOT  
APPLICABLE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Municipal Facilities**

**Project: 16207**

**Title: Churchland Library**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

CIE Project: N/A

Plan Reference: BNV & LLL

District:

LOS/Concurrency: N/A

Project Need: N/A

Location: 4934 High St

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>			
				FY 2014	FY 2015	FY 2016	Future Funding
6,747,590	6,747,590	0	0	0	0	0	0

**Description and Scope**

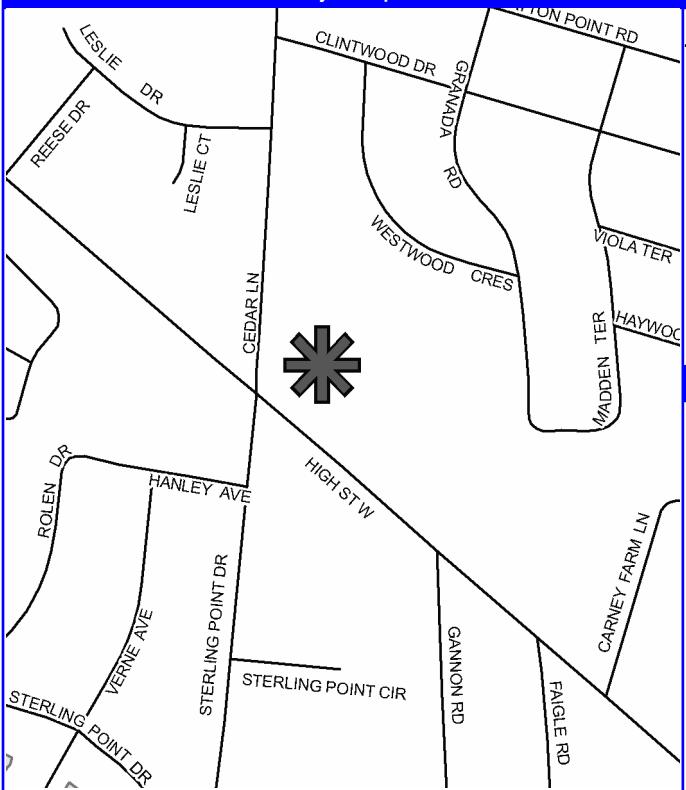
This project is located on the old Coleman's Nursery site. This 20,000 square foot Churchland Branch library replaced the previous 5,933 square foot 30year old library.

**Rationale**

This project was identified by City Council in 2005 as a priority project.

**Funding Strategy**

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Design	02/06 - 03/07	500,000
Land Acquisition	06/04 - 04/06	752,590
Construction	03/07 - 03/08	5,495,000

**Total Budgetary Cost Estimate:** 6,747,590

**Means of Financing**

Funding Source	Amount
General Obligation Bonds	5,147,590
Other - State Funding	100,000
Sale of Property	400,000
Transfer from General Fund	1,100,000

**Total Programmed Funding:** 6,747,590  
**Future Funding Requirements:** 0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Municipal Facilities**

**Project:** 18107

**Title:** City/Schools Joint Financial Management System

**Status:** Active Project

**Comprehensive Plan Information**

**Project Location**

CIE Project: N/A

Plan Reference:

LOS/Concurrency: N/A

Project Need: N/A

District:

Location: Undefined

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>				Future Funding
				FY 2014	FY 2015	FY 2016		
2,936,486	2,936,486	0	0	0	0	0	0	0

**Description and Scope**

Funding to provide for a new City/School collaborative financial system to replace internal systems with a modern financial and human resource management system. Funding for this system is a joint effort from the Schools and City's fund balance allocations.

**Rationale**

**Funding Strategy**

**Project Map**

**Schedule of Activities**

Project Activities	From - To	Amount
Project Management	07/06 - 06/07	2,936,486

**Total Budgetary Cost Estimate:** 2,936,486

**Means of Financing**

Funding Source	Amount
General Obligation Bonds	2,936,486

**Total Programmed Funding:** 2,936,486  
**Future Funding Requirements:** 0

**MAP NOT  
APPLICABLE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Municipal Facilities**

**Project: 15907**

**Title: Disposition of School Properties**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:**

**Plan Reference:**

**LOS/Concurrency:**

**Project Need: Growth, Other**

**District:**

**Location: N/A**

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>				<b>Future Funding</b>
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>		
2,100,000	2,100,000	0	0	0	0	0	0	0

**Description and Scope**

The purpose of this project is the disposition of various school properties that have become the responsibility of the City. A variety of tasks will be handled under this project including planning studies, environmental testing, building stabilization and demolition. In FY08, the scope of work includes addressing risk management liabilities and vandalism at the vacant Hunt-Mapp and Cradock Schools.

**Rationale**

In recognizing that maintaining vacant school buildings and or property is not the best use of City property, is difficult to manage and poses potential risk-management liabilities, the City created this project to provide funding for City staff to proactively address school buildings turned over to the City.

**Funding Strategy**

This project uses various funding sources including GO Bonds, interest earnings, and land sale proceeds.

**Project Map**

**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Project Management	07/06 - 06/08	2,100,000
<b>Total Budgetary Cost Estimate:</b>		2,100,000

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
General Obligation Bonds	1,050,000
Sale of Property	1,050,000
<b>Total Programmed Funding:</b>	
<b>Future Funding Requirements:</b>	0

**MAP NOT  
APPLICABLE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Municipal Facilities**

**Project: 15807**

**Title: Effingham Fire Station Restoration**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

CIE Project: N/A

Plan Reference:

LOS/Concurrency: N/A

Project Need: N/A

District:

Location: Undefined

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>				Future Funding
				FY 2014	FY 2015	FY 2016		
657,000	657,000	0	0	0	0	0	0	0

**Description and Scope**

Funding for the correction and renovation to the building and foundation caused by settlement of the structure.

**Rationale**

**Funding Strategy**

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Project Management	07/06 - 06/07	657,000

**Total Budgetary Cost Estimate:** 657,000

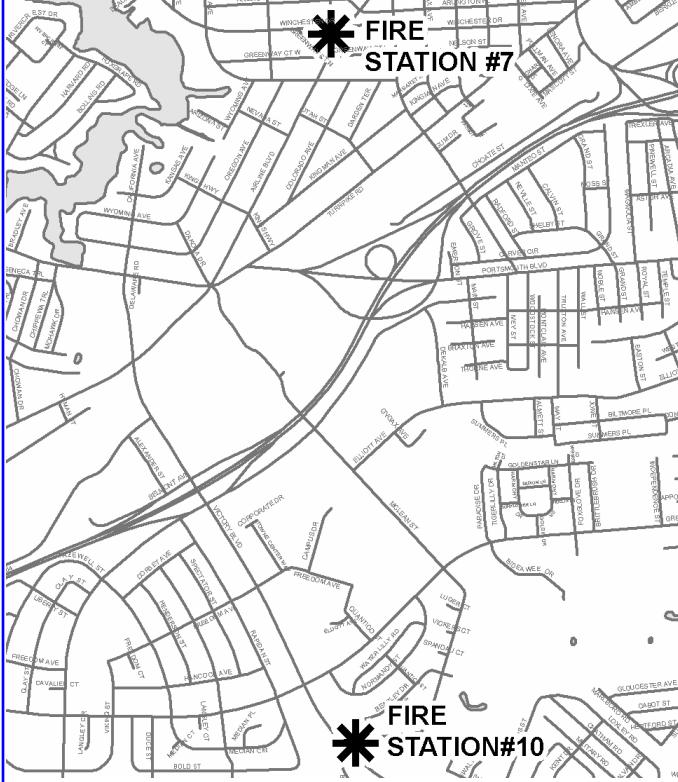
**Means of Financing**

Funding Source	Amount
General Obligation Bonds	507,000
Other - Local Funding	150,000

**Total Programmed Funding:** 657,000  
**Future Funding Requirements:** 0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Municipal Facilities**

Project: 23510	Title: Fire Stations Renovations	Status: Active Project																
Comprehensive Plan Information		Project Location																
CIE Project: LOS/Concurrency:	Plan Reference: Project Need: Growth, Other	District: Location:																
Programmed Funding																		
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	Non-Appropriated Programmed CIP Funding	FY 2014	FY 2015	FY 2016	Future Funding										
300,000	300,000	0	0	0	0	0	0	0										
Description and Scope																		
Renovations to Fire Stations No.7 and No.10 in order to make them compliant with the Americans with Disabilities Act and to address bathroom and bunkroom deficiencies to accommodate both genders.																		
Rationale																		
Funding Strategy																		
Project Map			Schedule of Activities															
			<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Project Activities</th> <th style="text-align: left;">From - To</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>Project Management</td> <td></td> <td style="text-align: right;">300,000</td> </tr> <tr> <td colspan="2" style="text-align: right;">Total Budgetary Cost Estimate:</td> <td style="text-align: right;">300,000</td> </tr> </tbody> </table>						Project Activities	From - To	Amount	Project Management		300,000	Total Budgetary Cost Estimate:		300,000	
Project Activities	From - To	Amount																
Project Management		300,000																
Total Budgetary Cost Estimate:		300,000																
			Means of Financing															
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Funding Source	Amount																	
Transfer from General Fund	300,000																	
Total Programmed Funding:		300,000																
Future Funding Requirements:		0																

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Municipal Facilities**

**Project:** 23507

**Title:** Fire Vehicle and Storage Building

**Status:** Active Project

**Comprehensive Plan Information**

**Project Location**

**CIE Project:  
LOS/Concurrency:**

**Plan Reference:  
Project Need:** Growth, Other

**District:  
Location:**

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>				<b>Future Funding</b>
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>		
438,708	438,708	0	0	0	0	0	0	0

**Description and Scope**

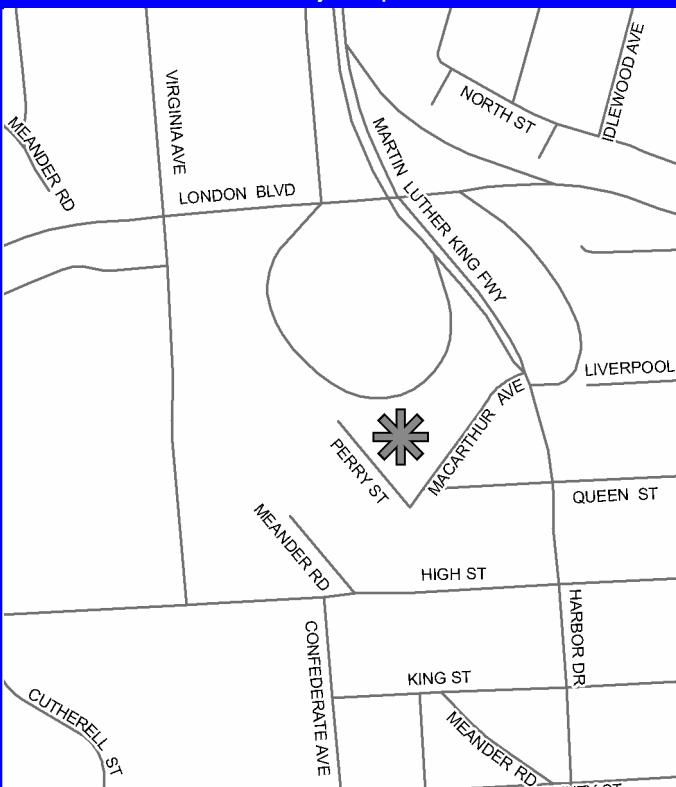
This building will provide storage capacity for other equipment such as generators and tools.

**Rationale**

At the present time the fire department has three reserve fire engines that are used when front line apparatus breaks down. These reserve vehicles are presently stored under the water tower on Broad Street. This is not a good place to store the equipment due to security issues. Additionally, there are three medic units which all serve the same purpose in the EMS division and are located outside at the city compound. There is also a Safety Trailer that is used to teach fire safety to children which is located outside behind a fire station. We will soon have a reserve quint which will act as a reserve ladder.

**Funding Strategy**


**Project Map**



**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Construction	07/06 - 06/07	438,708
<b>Total Budgetary Cost Estimate:</b>		438,708

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
Sale of Property	300,000
Transfer from General Fund	138,708
<b>Total Programmed Funding:</b>	
<b>Future Funding Requirements:</b>	0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Municipal Facilities**

<b>Project:</b> 18507	<b>Title:</b> Harbor Center Pavilion-Facility Upgrades			<b>Status:</b> Active Project										
<b>Comprehensive Plan Information</b>				<b>Project Location</b>										
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: Project Need: N/A		District: Location: 901 Crawford Street											
<b>Programmed Funding</b>														
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding						
526,000	276,000	50,000	50,000	50,000	50,000	50,000	50,000	0						
<b>Description and Scope</b>														
The purpose of this project is to develop a life cycle replacement schedule for items at the Harbor Center Pavilion.														
<b>Rationale</b>														
The rationale for this project is to maintain a realistic replacement schedule for large items at the Pavilion. By developing a systematic methodology to replace chairs, curtains, stage and other items, the facility will remain in good condition and eliminate the need for large capital expenditures at one time.														
<b>Funding Strategy</b>														
Funding for this project is a \$1.00 per ticket facility charge.														
<b>Operating Budget Impacts</b>														
The funding of this project will support the operating budget by decreasing repair cost and enhancing the venue to attract more customers.														
<b>Project Map</b>				<b>Schedule of Activities</b>										
				<table border="1"> <thead> <tr> <th>Project Activities</th><th>From - To</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>Construction</td><td>07/06 - 12/15</td><td>526,000</td></tr> </tbody> </table>				Project Activities	From - To	Amount	Construction	07/06 - 12/15	526,000	
Project Activities	From - To	Amount												
Construction	07/06 - 12/15	526,000												
				<table border="1"> <thead> <tr> <th>Total Budgetary Cost Estimate:</th><th>526,000</th></tr> </thead> </table>				Total Budgetary Cost Estimate:	526,000					
Total Budgetary Cost Estimate:	526,000													
				<b>Means of Financing</b>										
				<table border="1"> <thead> <tr> <th>Funding Source</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>Harbor Center Pavilion Ticket Sales</td><td>526,000</td></tr> </tbody> </table>				Funding Source	Amount	Harbor Center Pavilion Ticket Sales	526,000			
Funding Source	Amount													
Harbor Center Pavilion Ticket Sales	526,000													
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				<table border="1"> <thead> <tr> <th>Future Funding Requirements:</th><th>0</th></tr> </thead> </table>				Future Funding Requirements:	0					
Future Funding Requirements:	0													

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Municipal Facilities**

**Project: 16707**

**Title: HazMat Program**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

CIE Project: N/A

Plan Reference:

LOS/Concurrency: N/A

Project Need: N/A

District:

Location: Undefined

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>			
				FY 2014	FY 2015	FY 2016	Future Funding
2,560,679	2,137,454	81,120	84,365	87,740	85,000	85,000	0

**Description and Scope**

This project is used to pay for the removal and or disposal of hazardous material such as asbestos, lead, mold and PCB's. Most of the hazardous material has been identified in the City's Asbestos Management Plan. During renovations, some material is exposed that was not identified in the Management Plan. When this occurs, the material must be removed and disposed of properly.

**Rationale**

This project provides funding to allow for removal of hazardous materials in emergencies as well as planned renovations. The City's Asbestos Management Plan as required by the State, contains language that requires annual funding for both emergency and routine removal of asbestos. This project provides the required funding.

**Funding Strategy**

This project is funded through GO bonds.

**Project Map**

**Schedule of Activities**

Project Activities	From - To	Amount
Project Management	07/06 - 06/15	2,560,679

**Total Budgetary Cost Estimate:** 2,560,679

**Means of Financing**

Funding Source	Amount
General Obligation Bonds	2,560,679

**Total Programmed Funding:** 2,560,679  
**Future Funding Requirements:** 0

**MAP NOT  
APPLICABLE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Municipal Facilities**

**Project: 18707**

**Title: Judicial Facilities Improvements**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:**

**Plan Reference:**

**LOS/Concurrency:**

**Project Need: Growth, Other**

**District:**

**Location:**

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>				<b>Future Funding</b>
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>		
3,640,000	3,640,000	0	0	0	0	0	0	0

**Description and Scope**

These funds will provide for onsite and offsite infrastructure and transportation improvements to support the new courthouse which are not included in the development contract. Included is a proposed street connection between the newcourt site and the area of the roundabout and adjacent Bart Street.

**Rationale**

**Funding Strategy**

**Project Map**

**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Project Management		3,640,000
<b>Total Budgetary Cost Estimate:</b>		3,640,000

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
General Obligation Bonds	2,500,000
Sale of Property	140,000
Transfer from General Fund	1,000,000
<b>Total Programmed Funding:</b>	
<b>Future Funding Requirements:</b>	0

**MAP NOT  
APPLICABLE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Municipal Facilities**

<b>Project: 18207</b>	<b>Title: Portsmouth Court Complex(Port Center)</b>			<b>Status: Active Project</b>															
<b>Comprehensive Plan Information</b>				<b>Project Location</b>															
CIE Project: N/A LOS/Concurrency: N/A	<b>Plan Reference: Bold New Directions Project Need: N/A</b>			District:	<b>Location: 800 Crawford Street</b>														
<b>Programmed Funding</b>																			
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding											
86,748,551	44,950,259	28,000,000	4,750,000	9,048,292	0	0	0	0											
<b>Description and Scope</b>																			
This project includes the creation of a master plan for the courts with the first phase identified as the construction of a facility which will primarily house the Circuit Court and Clerk of the Court. The Courthouse will have 107,166 gross square feet of space for the Circuit Court, 39,837 gross square feet for the General District Court and a minimum of 40,432 gross square feet for Juvenile and Domestic Relations Court.																			
<b>Rationale</b>																			
The existing civic center presently housing the courts is in serious need of renovation or replacement. City Council through a capital project evaluation process identified a new replacement facility as one of six top priority capital projects. The funding requested at this time is to hire an architect to start the design process for the new facility.																			
<b>Funding Strategy</b>																			
Funding for the new facility is through Virginia Resource Authority (VRA) bonds.																			
<b>Operating Budget Impacts</b>																			
Originally, the City's budgeted five-year plan accepted by the Courthouse developer for FY09 @ \$5 million, FY10-12 @ \$3 million each, FY13 @ \$4.75 million and FY14 @ \$9,048,292. In order to settle the pending lawsuit by the Circuit Court judges, the real estate tax rate was increased to establish a courts capital reserve fund. Additional amounts above the funding amounts identified previously will be used to fund all three courts rather than the original plans for the Circuit Court only.																			
Impact Description	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016														
Personal Services	0	0	0	0	0	0	0												
Capital Outlay	0	0	0	0	0	0	0												
Operations and Maintenance	0	20,000	20,000	20,000	20,000	20,000	20,000												
<b>Total Operating budget Impact:</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>												
<b>Project Map</b>				<b>Schedule of Activities</b>															
				<table border="1"> <thead> <tr> <th>Project Activities</th><th>From - To</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>Design</td><td>08/06 - 01/08</td><td>6,250,000</td></tr> <tr> <td>Construction</td><td>07/08 - 12/14</td><td>73,548,292</td></tr> <tr> <td>Judicial Facilities Imprv(Desk Inc)</td><td>01/05 - 01/08</td><td>6,950,259</td></tr> </tbody> </table>				Project Activities	From - To	Amount	Design	08/06 - 01/08	6,250,000	Construction	07/08 - 12/14	73,548,292	Judicial Facilities Imprv(Desk Inc)	01/05 - 01/08	6,950,259
Project Activities	From - To	Amount																	
Design	08/06 - 01/08	6,250,000																	
Construction	07/08 - 12/14	73,548,292																	
Judicial Facilities Imprv(Desk Inc)	01/05 - 01/08	6,950,259																	
<b>Total Budgetary Cost Estimate:</b>							<b>86,748,551</b>												
<b>Means of Financing</b>																			
Funding Source	Amount																		
General Obligation Bonds	49,714,570																		
General Obligation Notes	25,000,000																		
Trans from Gen Fund to Capital Reserve - Courts	8,033,981																		
Transfer from General Fund	4,000,000																		
<b>Total Programmed Funding:</b>							<b>86,748,551</b>												
<b>Future Funding Requirements:</b>							<b>0</b>												

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Municipal Facilities**

<b>Project:</b> 23512	<b>Title:</b> Public Safety New Radio System			<b>Status:</b> Active Project				
<b>Comprehensive Plan Information</b>				<b>Project Location</b>				
CIE Project: LOS/Concurrency:	Plan Reference: Project Need: Growth, Other			District: Location: Public Safety				
<b>Programmed Funding</b>								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding
11,000,000	0	3,000,000	8,000,000		0	0	0	0
<b>Description and Scope</b>								
<p>The Smartnet radio system was installed in 1987 and will reach the end of its product life-cycle at the end of 2012. Limited product development on the Smartnet platform will begin occurring in 2010 and manufacturing of Smartnet equipment will end in 2012. A radio system modernization is needed to replace the aging system and meet national P25 communications standards with an upgrade to digital technology. P25 communication standard have been adopted nationally to improve radio interoperability, compatibility and security. A radio system modernization plan is recommended to replace the Smartnet system with a digital system that meets P25 standards and upgrades the city's radio technology. The new P25 system will be simulcast to improve radio coverage in areas of the city that experience communication problems with portable radios.</p>								
<b>Rationale</b>								
<b>Funding Strategy</b>								
<p>The project will be funded by issue of Bonds.</p>								
<b>Project Map</b>				<b>Schedule of Activities</b>				
				<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>		
				Project Management		11,000,000		
				Total Budgetary Cost Estimate:		11,000,000		
				<b>Means of Financing</b>				
				<b>Funding Source</b>	<b>Amount</b>			
				General Obligation Bonds		11,000,000		
				Total Programmed Funding:		11,000,000		
				Future Funding Requirements:		0		

NO MAP  
REQUIRED

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Municipal Facilities**

**Project: 17207**

**Title: Renovations to Various Buildings**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

CIE Project: N/A

Plan Reference:

LOS/Concurrency: N/A

Project Need: N/A

District:

Location: N/A

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>			
				FY 2014	FY 2015	FY 2016	Future Funding
3,641,959	2,466,694	216,320	224,973	233,972	250,000	250,000	0

**Description and Scope**

This project provides funding to perform major renovations to various City Facilities. These projects are prioritized through a comprehensive needs assessment.

**Rationale**

The renovation of facilities reduces the cost of regular maintenance to buildings, provides citizens and employees with facilities that are safe and comfortable to utilize, and provides the opportunity to install efficient building systems that decrease the overall cost of operating the facilities.

**Funding Strategy**

This project is funded by GO Bond funding.

**Operating Budget Impacts**

The regular renovation of facilities reduces the cost of maintaining the facility and decreases energy cost through the installation of energy efficient equipment.

**Project Map**

**Schedule of Activities**

Project Activities	From - To	Amount
Project Management	07/06 - 06/15	3,641,959

**Total Budgetary Cost Estimate:** 3,641,959

**Means of Financing**

Funding Source	Amount
General Obligation Bonds	3,341,959
Transfer from General Fund	300,000

**Total Programmed Funding:** 3,641,959  
**Future Funding Requirements:** 0

**MAP NOT  
APPLICABLE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Municipal Facilities**

**Project: 17407**

**Title: Repair of Seawall**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:  
LOS/Concurrency:**

**Plan Reference:  
Project Need: Growth, Other**

**District:**

**Location: Undefined**

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>			
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>Future Funding</b>
1,082,103	863,932	37,856	39,370	40,945	50,000	50,000	0

**Description and Scope**

The waterfront seawall and bulkhead is a major element of the downtown waterfront. This funding is for the seawall's maintenance to ensure safety of citizens and visitors.

**Rationale**

**Funding Strategy**

This project is funded through GO Bond funding.

**Project Map**



**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Project Management	07/06 - 06/15	1,082,103
<b>Total Budgetary Cost Estimate:</b>		1,082,103

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
General Obligation Bonds	1,078,603
Other - Local Funding	3,500
<b>Total Programmed Funding:</b>	
<b>Future Funding Requirements:</b>	0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Municipal Facilities**

**Project: 16807**

**Title: Replacement of HVAC**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

CIE Project: N/A

Plan Reference:

LOS/Concurrency: N/A

Project Need: N/A

District:

Location: N/A

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>			
				FY 2014	FY 2015	FY 2016	Future Funding
2,223,037	1,615,406	108,160	112,486	116,985	120,000	150,000	0

**Description and Scope**

This project provides the neccesary funding to replace aging Heating, Ventilation and Air Conditioning systems proactively using life cycle cost methodology.

**Rationale**

The continued funding of this project allows for a more reliable and efficient inventory of equipment. Repair cost decrease and reliability increases.

**Funding Strategy**

In past CIP budgets this project has been funded by GO bonds.

**Operating Budget Impacts**

Continued funding of this project minimizes repair cost of existing equipment and allows for the installation of more efficient equipment that utilizes less energy.

**Project Map**

**Schedule of Activities**

Project Activities	From - To	Amount
Project Management	07/07 - 06/06	1,411,406
Construction	07/06 - 06/15	811,631

**Total Budgetary Cost Estimate:** 2,223,037

**Means of Financing**

Funding Source	Amount
General Obligation Bonds	1,898,767
Other - Local Funding	161,646
Transfer from General Fund	162,624

**Total Programmed Funding:** 2,223,037  
**Future Funding Requirements:** 0

**MAP NOT  
APPLICABLE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Municipal Facilities**

**Project: 16507**

**Title: Roof Replacement**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

CIE Project: N/A

Plan Reference:

LOS/Concurrency: N/A

Project Need: N/A

District:

Location: Undefined

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>			
				FY 2014	FY 2015	FY 2016	Future Funding
2,915,653	2,308,022	108,160	112,486	116,985	120,000	150,000	0

**Description and Scope**

This CIP project is reoccurring. It is used to fund roof replacements in accordance with a roof replacement plan that has been established. The roof replacement plan was done after a thorough evaluation of all roofs. The evaluation used both non-destructive and destructive tests.

**Rationale**

The continued funding of this CIP allows the City to proactively maintain roofing systems in a systematic way that eliminates the need for large capital expenses all at one time.

**Funding Strategy**

There has been consistent funding over the past 12 years. This funding has improved the overall condition of roofs across the City.

**Operating Budget Impacts**

The continued funding of this project minimizes repair expenses due to damages caused by leaking roofs.

**Project Map**

**Schedule of Activities**

Project Activities	From - To	Amount
Project Management		2,104,022
Construction	07/06 - 06/15	811,631

**Total Budgetary Cost Estimate:** 2,915,653

**Means of Financing**

Funding Source	Amount
General Obligation Bonds	2,793,653
Other - Federal Funding	122,000

**Total Programmed Funding:** 2,915,653  
**Future Funding Requirements:** 0

**MAP NOT  
APPLICABLE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Municipal Facilities**

<b>Project:</b> 18307	<b>Title:</b> Seawall Reinforcement	<b>Status:</b> Active Project																
<b>Comprehensive Plan Information</b>		<b>Project Location</b>																
CIE Project: N/A LOS/Concurrency: N/A	Plan Reference: Project Need: N/A	District: Location: Downtown Portsmouth																
<b>Programmed Funding</b>																		
<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>		<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>Future Funding</b>									
9,125,000	5,675,000	3,200,000	0	0	250,000	0	0	0	0									
<b>Description and Scope</b>																		
This project provides funding to completely repair the seawall from the North Landing to the southern end of the Seawall.																		
The next phase of this project is the replacement of seawall from North Landing to the marines at the the northend.																		
<b>Rationale</b>																		
The Seawall is a major city-owned asset in downtown Portsmouth. The impacts of the seawall on economic development, tourism, and community pride are difficult to quantify, but are significant. Recent routine inspections of the seawall have shown that there is substantial damage that must be repaired.																		
The design is complete for seawall repair work from North Landing down to the southern end of the Seawall. Inspections have been completed for the Seawall located north of North Landing. Funding is being provided to address this major repair within the next 5 years and is critical to any redevelopment of the Holiday Inn site.																		
<b>Funding Strategy</b>																		
Project financed by GO bond funding																		
\$1,250,000 was reprogrammed from the FY2009-2010 Capital Imrovement Fund from project #13009 to fund emergency repairs to the Elizabeth River Seawall. Ordinance 2011-01 Combined project 18310(Crawford parkway bulkhead replacement) with this project.\$3,075000 made up of \$1,950,000 sale of land and \$1,125,000 GO Bonds originally reappropriated from Holliday Inn project was moved into this project as appropriated amount in fy2011																		
<b>Operating Budget Impacts</b>																		
No impact to the operating budget.																		
<b>Project Map</b>			<b>Schedule of Activities</b>															
			<table border="1"> <thead> <tr> <th>Project Activities</th> <th>From - To</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Project Management</td> <td>07/06 - 06/15</td> <td>6,050,000</td> </tr> <tr> <td>Construction</td> <td>07/07 - 06/08</td> <td>3,075,000</td> </tr> </tbody> </table>							Project Activities	From - To	Amount	Project Management	07/06 - 06/15	6,050,000	Construction	07/07 - 06/08	3,075,000
Project Activities	From - To	Amount																
Project Management	07/06 - 06/15	6,050,000																
Construction	07/07 - 06/08	3,075,000																
			Total Budgetary Cost Estimate: 9,125,000															
<b>Means of Financing</b>																		
			<table border="1"> <thead> <tr> <th>Funding Source</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>General Obligation Bonds</td> <td>4,925,000</td> </tr> <tr> <td>Sale of Property</td> <td>1,950,000</td> </tr> <tr> <td>Transfer from General Fund</td> <td>2,250,000</td> </tr> </tbody> </table>							Funding Source	Amount	General Obligation Bonds	4,925,000	Sale of Property	1,950,000	Transfer from General Fund	2,250,000	
Funding Source	Amount																	
General Obligation Bonds	4,925,000																	
Sale of Property	1,950,000																	
Transfer from General Fund	2,250,000																	
			Total Programmed Funding: 9,125,000															
			Future Funding Requirements: 0															

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Contingency**

	<b>Appropriated To Date</b>	<b>FY 2012 Adopted</b>	<b>Un-Appropriated Subsequent Years</b>				<b>5 Year Total</b>	<b>CIP Total</b>	
			<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>			
<b>Project Title</b>									
Contingency	615,659	-	-	-	-	-	-	615,659	
Total Project Cost	615,659	-	-	-	-	-	-	615,659	
<b>Debt Funding</b>									
General Obligation Bonds	127	-	-	-	-	-	-	127	
<b>Other Funding</b>									
Other - State Funding	550,000	-	-	-	-	-	-	550,000	
<b>Transfers</b>									
Transfer from General Fund	65,532	-	-	-	-	-	-	65,532	
Total Funding	615,659	-	-	-	-	-	-	615,659	

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Contingency**

**Project: 18807**

**Title: Contingency**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:**

**Plan Reference:**

**LOS/Concurrency:**

**Project Need: Growth, Other**

**District:**

**Location: Undefined**

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>				<b>Future Funding</b>
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>		
615,659	615,659	0	0	0	0	0	0	0

**Description and Scope**

Funding is allocated to this project based on project completion and residual funds are reallocated based on priority needs for the various CIP projects.

**Rationale**

**Funding Strategy**

**Project Map**

**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Project Management		615,659
<b>Total Budgetary Cost Estimate:</b>		615,659

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
General Obligation Bonds	127
Other - State Funding	550,000
Transfer from General Fund	65,532
<b>Total Programmed Funding:</b>	
<b>Future Funding Requirements:</b>	0

**MAP NOT  
APPLICABLE**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Contingency**

<b>Project:</b> New0057	<b>Title:</b> Repayment of BAN	<b>Status:</b> Adopted						
<b>Comprehensive Plan Information</b>		<b>Project Location</b>						
CIE Project: LOS/Concurrency:	Plan Reference: Project Need: Growth, Other	District: Location:						
<b>Programmed Funding</b>								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding
0	0	0	0	0	0	0	0	0

**Description and Scope**

This represents the repayment of the bond anticipation note (BAN) issued in December 2008. The projects funded with the BAN were as follows:

•Street Improvement South Portsmouth	\$700,000	•Replacement of HVAC	\$100,000
•Pinner's Point Repayment	77,000	•ADA Compliance Mun Fac	75,000
•Traffic Signal Improvements	100,000	•Parking Garage Repairs	200,000
•Bridge Repairs	100,000	•Repair of Seawall	35,000
•ADA Compliance Curb Cuts	25,000	•Various Building Ren	500,000
•Ebony Heights Improvements	600,000	•Playground Equipment	60,000
•Holiday Inn Site Improvements	7,000,000	•Park View School	3,000,000
•Tidewater Community College Infrastructure	7,900,000	•Victory Elementary	2,500,000
•Recreation Facility Repair	100,000	•New Courts Complex	5,750,000
•Cavalier Manor Athletics Complex	100,000	•Churchland Park Field Renov	70,000
•Roof Replacement	100,000	•Open Space Master Plan	100,000
•HazMat Program	75,000	•Churchland Bridge	500,000

\*Cost of Issuance & Misc \$168,000

**Rationale**

A BAN is a temporary means of financing used as a short term solution for the funding of capital projects.

**Funding Strategy**

Permanent financing occurred in FY 2011.

**Project Map**

**Schedule of Activities**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

Project Activities	From - To	Amount
<b>Total Budgetary Cost Estimate:</b>		<b>0</b>
<b>Means of Financing</b>		
Funding Source	Amount	
<b>Total Programmed Funding:</b>		<b>0</b>
<b>Future Funding Requirements:</b>		<b>0</b>

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Parking Authority CIP**

	<b>Appropriated To Date</b>	<b>FY 2012 Adopted</b>	<b>Un-Appropriated Subsequent Years</b>				<b>5 Year Total</b>	<b>CIP Total</b>	
			<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>			
<b>Project Title</b>									
County Street Parking Garage Replacement	-	-	250,000	1,600,000	1,500,000	-	3,350,000	3,350,000	
Garage Facilities Repairs	521,795	-	-	-	-	-	-	521,795	
Parking Garage Repairs	1,604,979	216,320	224,973	233,972	250,000	250,000	1,175,265	2,780,244	
Total Project Cost	2,126,774	216,320	474,973	1,833,972	1,750,000	250,000	4,525,265	6,652,039	
<b>Debt Funding</b>									
General Obligation Bonds	1,511,535	216,320	474,973	1,833,972	-	250,000	2,775,265	4,286,800	
<b>Other Funding</b>									
Sale of Property	400,000	-	-	-	-	-	-	400,000	
<b>Transfers</b>									
Transfer from General Fund	50,000	-	-	-	1,750,000	-	1,750,000	1,800,000	
Transfer from Parking Authority Operating	165,239	-	-	-	-	-	-	165,239	
Transfers Funding	215,239	-	-	-	1,750,000	-	1,750,000	1,965,239	
Total Funding	2,126,774	216,320	474,973	1,833,972	1,750,000	250,000	4,525,265	6,652,039	

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Parking Authority CIP**

**Project:** New0052

**Title:** County Street Parking Garage Replacement

**Status:** Active Project

**Comprehensive Plan Information**

**Project Location**

CIE Project:

Plan Reference:

LOS/Concurrency:

Project Need: Growth, Other

District:

Location: County Street

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>			
				FY 2014	FY 2015	FY 2016	Future Funding
3,350,000	0	0	250,000	1,600,000	1,500,000	0	12,650,000

**Description and Scope**

This project provides funding for the replacement of County Street Parking Garage. Current inspections and the immediate need for major structural repairs serve to confirm the necessity to plan for this facility's replacement. To maintain the garage in full operation additional repairs will be necessary prior to replacement funding. The planned CIP provides funding beginning in FY13 to plan for the replacement of the garage.

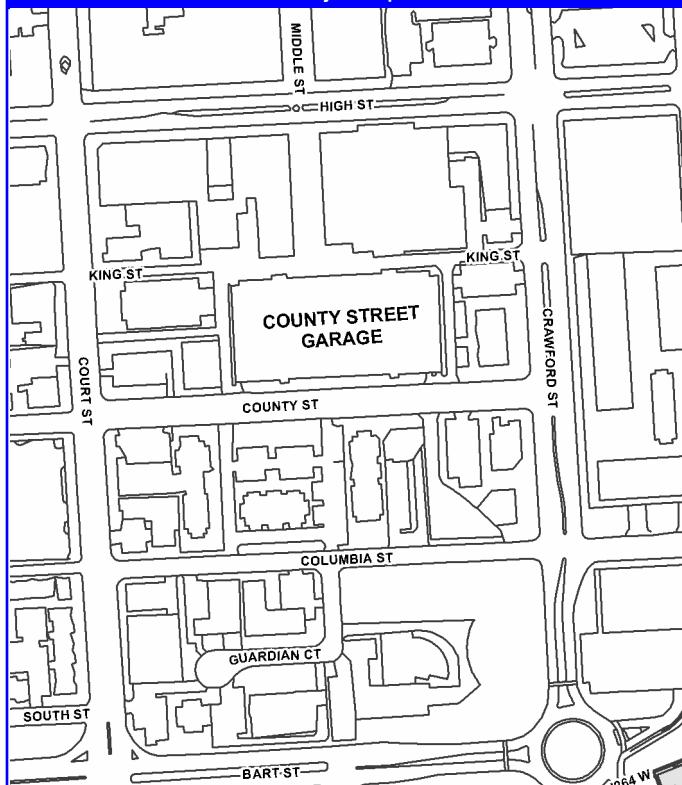
**Rationale**

The County Street Parking Garage was built in 1969 and is reaching the end of its useful service life. Numerous pre-cast structural elements are facing deterioration and require extensive repairs or replacement, which has limited the use of portions of the structure. The condition of the most recent structural elements needing to be replaced have resulted in extensive repairs and the closing the top deck of the garage. Replacing this garage will allow the City to continue providing adequate numbers of parking spaces in this high parking demand area of Downtown, and address a safety issue for all users.

**Funding Strategy**

Currently, no other funding sources have been identified for this project. \$12650000 was removed from project in fy15 as part of exercise to keep the city in compliance with its CIP funding policy.of 12% of general fund revenue.This would be put back in fy2017

**Project Map**



**Schedule of Activities**

Project Activities	From - To	Amount
Project Management	07/12 - 06/18	14,400,000
Design	07/12 - 06/18	1,600,000
<b>Total Budgetary Cost Estimate:</b>		16,000,000

**Means of Financing**

Funding Source	Amount
General Obligation Bonds	1,850,000
Transfer from General Fund	1,500,000
<b>Total Programmed Funding:</b>	
<b>Future Funding Requirements:</b>	3,350,000
	12,650,000

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Parking Authority CIP**

**Project: 23107**

**Title: Garage Facilities Repairs**

**Status: Active Project**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:**

**Plan Reference:**

**LOS/Concurrency:**

**Project Need: Growth, Other**

**District:**

**Location: City Wide**

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>				<b>Future Funding</b>
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>		
521,795	521,795	0	0	0	0	0	0	0

**Description and Scope**

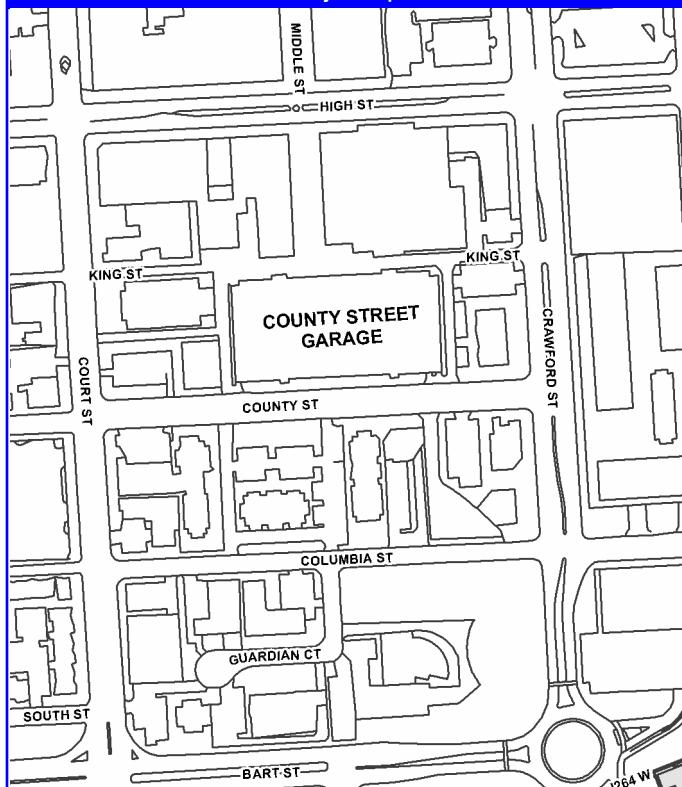
Ongoing capital funds are needed to make rehabilitation repairs to the nine City parking garages. Funding over the next five years will be used to address structural concerns in the Central Garage, County Street Garage, and painting in the Water Street Garage.

**Rationale**

The parking garages are major structures that often require one-time, major repairs/upgrades that are beyond the scope of the annual operating budget funds. As such, an ongoing CIP account has been created to fund these major repairs.

**Funding Strategy**

**Project Map**



**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Construction	07/08 - 06/09	521,795

**Total Budgetary Cost Estimate:** 521,795

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
General Obligation Bonds	356,556
Transfer from Parking Authority Operating	165,239

**Total Programmed Funding:** 521,795  
**Future Funding Requirements:** 0

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Parking Authority CIP**

<b>Project:</b> 17107	<b>Title:</b> Parking Garage Repairs			<b>Status:</b> Active Project				
<b>Comprehensive Plan Information</b>				<b>Project Location</b>				
CIE Project: LOS/Concurrency:	Plan Reference: Project Need: Growth, Other			District: Location: Undefined				
<b>Programmed Funding</b>								
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>	FY 2014	FY 2015	FY 2016	Future Funding
2,780,244	1,604,979	216,320	224,973	233,972	250,000	250,000	0	
<b>Description and Scope</b>								
Ongoing capital funds are needed to make rehabilitation repairs to the nine City parking garages. Funding over the next five years will be used to address structural concerns in the Central Garage and painting in the Water Street Garage.								
<b>Rationale</b>								
The parking garages are major structures that often require one-time, major repairs/upgrades that are beyond the scope of the annual operating budget funds. As such, an ongoing CIP account has been created to fund these major repairs.								
<b>Funding Strategy</b>								
Funding for this project has been budgeted at \$200,000 per year and includes a 4% CPI factor to cover the cost of inflation.\$250,000 bond funding in FY15 was replaced with transfer from general fund.this is as part of exercise to keep the city in compliance of it's funding policy for CIP.\$12400000 bond funding was also removed from New county street garage project to make up the \$12.65m in total								
<b>Operating Budget Impacts</b>								
Maintaining the garages properly prevents escalating maintenance costs.								
<b>Project Map</b>				<b>Schedule of Activities</b>				
				<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>		
				Project Management	07/06 - 06/15	2,780,244		
				<b>Total Budgetary Cost Estimate:</b> 2,780,244				
				<b>Means of Financing</b>				
				<b>Funding Source</b>	<b>Amount</b>			
				General Obligation Bonds	2,080,244			
				Sale of Property	400,000			
				Transfer from General Fund	300,000			
				<b>Total Programmed Funding:</b> 2,780,244				
				<b>Future Funding Requirements:</b> 0				

MAP NOT  
APPLICABLE

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

**Fleet Management**

	<b>Appropriated To Date</b>	<b>FY 2012 Adopted</b>	<b>Un-Appropriated Subsequent Years</b>				<b>5 Year Total</b>	<b>CIP Total</b>	
			<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>			
<b>Project Title</b>									
City Garage Fleet	5,643,993	<b>2,810,689</b>	1,689,108	2,020,733	2,233,298	2,907,536	11,661,364	17,305,357	
Waste Management Fleet	814,056	<b>395,535</b>	364,769	225,038	1,395,112	1,433,118	3,813,572	4,627,628	
Total Project Cost	<b>6,458,049</b>	<b>3,206,224</b>	2,053,877	2,245,771	3,628,410	4,340,654	<b>15,474,936</b>	<b>21,932,985</b>	
<b>Debt Funding</b>									
Master Lease Revenue	6,458,049	<b>3,206,224</b>	2,053,877	2,245,771	3,628,410	4,340,654	15,474,936	21,932,985	
Total Funding	<b>6,458,049</b>	<b>3,206,224</b>	2,053,877	2,245,771	3,628,410	4,340,654	<b>15,474,936</b>	<b>21,932,985</b>	

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Fleet Management**

<b>Project:</b> 23712	<b>Title:</b> City Garage Fleet			<b>Status:</b> Active Project					
<b>Comprehensive Plan Information</b>				<b>Project Location</b>					
CIE Project: LOS/Concurrency:	<b>Plan Reference:</b> <b>Project Need:</b> Growth, Other			<b>District:</b> <b>Location:</b> City Garage					
<b>Programmed Funding</b>									
Programmed Funding	Appropriated To Date	Budgeted FY 2012	FY 2013	<i>Non-Appropriated Programmed CIP Funding</i>		FY 2014	FY 2015	FY 2016	Future Funding
17,305,357	5,643,993	2,810,689	1,689,108	2,020,733	2,233,298	2,907,536	0		
<b>Description and Scope</b>									
This Projects records the City Garage Share of the Master Lease. This includes the General fund departments vehicle replacement plan for Fire, Police and other depts except Waste Management that is on the Master Lease.									
<b>Rationale</b>									
The City has a \$28,000,000 line of Credit with Bank of America, this is appropriated on as needed basis for each year.									
<b>Funding Strategy</b>									
<b>Project Map</b>				<b>Schedule of Activities</b>					
				<b>Project Activities</b>		<b>From - To</b>	<b>Amount</b>		
				Vehicle Leasing			17,305,357		

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements  
Fleet Management**

**Project:** 23612

**Title:** Waste Management Fleet

**Status:** Active Project

**Comprehensive Plan Information**

**Project Location**

**CIE Project:**

**Plan Reference:**

**LOS/Concurrency:**

**Project Need:** Growth, Other

**District:**

**Location:** City Garage

**Programmed Funding**

<b>Programmed Funding</b>	<b>Appropriated To Date</b>	<b>Budgeted FY 2012</b>	<b>FY 2013</b>	<b>Non-Appropriated Programmed CIP Funding</b>				<b>Future Funding</b>
				<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>		
4,627,628	814,056	395,535	364,769	225,038	1,395,112	1,433,118	0	

**Description and Scope**

This is the Waste Management part of the 5 Year replacement cost summary prepared by City Garage to replace the City vehicle fleet

**Rationale**

**Funding Strategy**

The city currently has a \$28,000,000 line of credit from Bank of America this is being appropriated over a 5 yr plan as needed.

**Project Map**

**Schedule of Activities**

<b>Project Activities</b>	<b>From - To</b>	<b>Amount</b>
Vehicle Leasing		4,627,628
<b>Total Budgetary Cost Estimate:</b>		4,627,628

**Means of Financing**

<b>Funding Source</b>	<b>Amount</b>
Master Lease Revenue	4,627,628
<b>Total Programmed Funding:</b>	4,627,628

**Future Funding Requirements:**

0

**NO MAP  
REQUIRED**

**City of Portsmouth  
Fiscal Year 2012 Adopted Budget**

**Capital Improvements**

## ***Supplemental Data and Statistics***

Date settled	1752
Date charter adopted	March 1, 1858
Form of government	Council – Manager
Number of employees (6/24/11)	1,806
Population:	
Population by race/ethnicity:	
White	41.6%
Black	53.3%
Other	5.1%
Labor: (5/30/11)	
Civilian labor force	45,884
Number of employed workers	42,145
Number of unemployed workers	3,739
Unemployment rate	8.1%
Elections:	
Number of registered voters (6/6/10)	61,749
Number of votes cast:	
Last general election (11/2/10)	27,332
Last municipal election (5/4/10)	10,072
Area in square miles	33
Facilities and services:	
Miles of streets	399
Number of street lights	10,706
Public recreation facilities:	
Number of community centers	7
Number of museums	5
Number of entertainment venues	2

Number of shopping districts	5
Parks	4
Park acreage	203
Number of golf courses	2
Number of swimming pools	1 (outdoor)
Number of tennis courts	24
Fire protection:	
Number of stations	8
Number of firefighters	94
Number of sworn uniformed paramedics	28
Number of civilian paramedics	7(FT) 17(PT)
Number of calls answered	16,285
Police protection:	
Number of stations	1
Number of employees	321
Vehicular patrol units	223
Number of criminal arrests	9,799
Number of traffic summons	16,223
Number of parking violations	12,162
Sewage system:	
Miles of sanitary sewers	437
Miles of storm sewers	250
Number of service connections	31,600
Water system:	
Miles of water mains	625
Number of service connections	32,000
Number of fire hydrants	2,575
Number of treatment plants	1

Daily average consumption in gallons	15.5 MGD
Maximum daily capacity of plant in gallons	32.0 MGD
Maximum safe yield of supply	30.9 MGD
Total reservoir capacity	5.15 billion gallons

Facilities and services not included in the reporting entity:

Education:

Number of pre-k centers	4
Number of pre-k center instructors	48
Number of elementary schools	13
Number of elementary school instructors	553
Number of middle schools	3
Number of middle school instructors	149
Number of high schools	3
Number of high school instructors	270
Number of special centers	4
Number of special center instructors	76
Average daily school membership	14,103

Hospitals:

Number of hospitals	2
Number of patient beds	644

**ORDINANCE NO. 2011-19**

**AN ORDINANCE TO AMEND APPENDIX A OF THE CODE OF THE CITY OF PORTSMOUTH, VIRGINIA (2006) TO ESTABLISH OR INCREASE FEES FOR CERTAIN CHESAPEAKE BAY PRESERVATION AREA OVERLAY DISTRICT AND ZONING SERVICES AS AUTHORIZED BY SECTIONS 9.1-12(c)(1) AND 40.1-2.2(C) OF SAID CODE.**

**BE IT ORDAINED** by the Council of the City of Portsmouth, Virginia:

1. That certain Chesapeake Bay Preservation Area Overlay District fees, as authorized by Section 9.1-12(c)(1) and set out in Appendix A of the Code of the City of Portsmouth, Virginia be amended as follows:

<i>Code Section</i>	<i>Description</i>	<i>Fee</i>
9.1-12(c) (1)	Fee for application for Planning Commission exception to the performance standards for the Chesapeake Bay Preservation Area Overlay District prior to commencement of project	\$275.00
	Fee for application for Planning Commission exception to the performance standards for the Chesapeake Bay Preservation Area Overlay District after commencement of project	\$500.00
	Fee for application for administrative exception to the performance standards for the Chesapeake Bay Preservation Area Overlay District prior to commencement of project	\$ 25.00
	Fee for application for administrative exception to the performance standards for the Chesapeake Bay Preservation Area Overlay District after commencement of project	\$150.00

2. That certain planning and zoning administrative fees, as authorized by Section 40.1-2.2 (C) are adopted and shall set out in Appendix A of the Code of the City of Portsmouth, Virginia as follows:

CHAPTER 40.1. ZONING

<i>Code Section</i>	<i>Description</i>	<i>Fee</i>
40.1-2.2 (C)	Application for Administrative adjustment/variance	\$ 50.00
	Buildable lot determination	\$ 25.00
	Type II site Plan Review	\$350.00
	Text amendment; non-city request	\$880.00
	Application for temporary use permit	\$ 30.00

3. That this ordinance shall take effect on July 1, 2011.

**ADOPTED** by the Council of the City of Portsmouth, Virginia at a meeting held on May 10, 2011.

Teste:

City Clerk

**ADOPTION OF AN ORDINANCE TO AMEND CHAPTER 35 OF THE CODE OF THE CITY OF PORTSMOUTH, VIRGINIA (2006) BY ADOPTING A NEW DIVISION 7 IN ARTICLE III THEREOF TO EXEMPT VETERANS CLASSIFIED AS 100% SERVICE-RELATED DISABLED AND THEIR SURVIVING SPOUSES FROM REAL ESTATE TAXES.**

**BE IT ORDAINED** by the Council of the City of Portsmouth, Virginia:

1. That it adopts a new Division 7 of Article III of Chapter 35 of the Code of the City of Portsmouth, Virginia to read as follows:

**ARTICLE III. EXEMPTIONS FROM REAL ESTATE TAXES**

**DIVISION 7. EXEMPTION FOR DISABLED VETERANS AND THEIR SURVIVING SPOUSES.**

**Sec. 35-230. Grant of exemption for 100 percent disabled veterans.**

For real estate tax years beginning on or after January 1, 2011, an exemption shall be granted to persons eligible on January 1, 2011 and thereafter, subject to the following conditions:

- (1) The person applying for the real estate tax exemption must be a veteran who has been rated by the U.S. Department of Veterans Affairs or its successor agency to have a 100 percent service-connected, permanent and total disability.
- (2) The veteran and his or her spouse must occupy the real property as their principal place of residence.
- (3) A surviving spouse of a veteran eligible for this exemption shall also qualify for the exemption as long as (a) the death of the veteran occurs on or after January 1, 2011, (b) the surviving spouse does not remarry, and (c) the surviving spouse continues to occupy the real property as his or her principal place of residence.
- (4) The qualifying dwelling which is the principal place of residence shall not exceed one acre upon which it is situated.

**Sec. 35-231. Application for exemption, affidavit and official documentation.**

(a) The veteran or surviving spouse claiming an exemption under this Article shall file with the Commissioner of the Revenue on the application provided by the city an affidavit setting forth the following:

- (1) The name of the disabled veteran and the name of the spouse also occupying the principal residence, if any.
- (2) The address of the property for which the exemption is requested.
- (3) Whether the real property is jointly owned by a husband and wife.
- (4) A statement that the real property is occupied as the veteran's and/or a surviving spouse's principal place of residence.

(b) The veteran shall also provide documentation from the U.S. Department of Veterans Affairs or its successor agency certifying that the veteran has a 100 percent service-connected, permanent and total disability.

(c) In the event that a surviving spouse of a veteran is claiming the exemption, the surviving spouse shall also provide documentation that the veteran's death occurred on or after January 1, 2011.

(d) A veteran shall be required to refile for exemption from real estate taxes only if the veteran's principal place of residence changes.

2. That this ordinance shall take effect on July 1, 2011.

**ADOPTED** by the Council of the City of Portsmouth, Virginia at a meeting held on May 10, 2011.

Teste:

City Clerk

**AN ORDINANCE TO AMEND CHAPTER 38 AND APPENDIX A OF THE CODE OF THE CITY OF PORTSMOUTH, VIRGINIA (2006), BY AMENDING SECTIONS 38-83 AND 38-117 AND APPENDIX A PERTAINING TO RATES FOR WATER AND SEWAGE DISPOSAL SERVICE.**

**BE IT ORDAINED** by the Council of the City of Portsmouth, Virginia:

1. That Sections 38-83 and 38-117 of the Code of the City of Portsmouth, Virginia (2006) be amended and reordained to read as follows:

**Sec. 38-83. Meter rates for water supplied.**

The rates for all water that passes through meters to customers within the corporate limits of the City and to customers in the Cities of Chesapeake and Suffolk shall be as set forth in Appendix A of this Code, and any amendments thereto.

**Sec. 38-117. Rates for disposal of sewage.**

- (a) Charges for the disposal of sewage discharged into the city system will be based upon the water delivered to the premises as measured by meters used for this purpose at the rate set forth in Appendix A of this Code, and any amendments thereto.

2. That Appendix A of the Code of the City of Portsmouth, Virginia (2006) is amended as follows:

***CHAPTER 38. WATER, SEWERS AND SEWAGE DISPOSAL***

<i>Code Section</i>	<i>Description</i>
38-83(a)	For all water that passes through meters, customers within the corporate limits of the city shall pay \$4.49 per 1,000 gallons or \$3.359 per 100 cubic feet of water supplied.
38-83(b)	For all water which passes through meters, customers of the City of Chesapeake who are served by Portsmouth and whose rates are not set by contract shall pay \$6.735 per 1000 gallons or \$5.038 per 100 cubic feet of water supplied.
38-83(c)	For all water which passes through meters to the City of Chesapeake pursuant to contract, the City of Chesapeake shall pay:  (1) For the first 3.0 million gallons of water per day of water supplied during a billing period \$6.735 per 1,000 gallons or \$5.038 per 100 cubic feet of water supplied.

- (2) For the amount of water supplied during a billing period in excess of 3.0 million gallons of water per day \$5.088 5.388 per 1,000 gallons or \$3.8058 4.03 per 100 cubic feet of water supplied.
- 38-83(d) For all water which passes through meters to the City of Suffolk pursuant to contract, the City of Suffolk shall pay \$3.8943 4.124 per 1,000 gallons or \$2.9134 3.085 per 100 cubic feet of water supplied.
- 38-117(a) Charges for the disposal of sewage discharged into the city system will be based upon the water delivered to the premises as measured by meters used for this purpose at the rate of \$3.31 3.505 per 1,000 gallons or \$2.4790 2.625 per 100 cubic feet. The minimum charge for such service shall be \$2.86 3.03 per month.
- 38-117(c) Charges for sewer service for dwelling units in premises with unmetered water connections shall be \$16.57 17.55 per month.

3. That this ordinance shall take effect on July 1, 2011 and shall be applicable to all bills rendered after July 1, 2011. Public utility bills issued after June 30, 2011, that include water usage and sewage disposal periods both prior to July 1, 2011 and after June 30, 2011, shall prorate the cost of such usage or disposal by multiplying metered water consumption by the rate in effect during each period. For the purpose of making such calculations, consumption is defined as the number of days in each water usage period times the average daily metered water delivery to a premise during the billing cycle. The average daily metered water delivery is defined as the total metered water consumption for the billing period divided by the number of days in the billing period.

**ADOPTED** by the Council of the City of Portsmouth, Virginia, at a meeting held on May 10, 2011.

Teste:

City Clerk

**AN ORDINANCE TO AMEND CHAPTER 22 AND APPENDIX A OF THE CODE OF THE CITY OF PORTSMOUTH, VIRGINIA (2006) BY AMENDING SECTIONS 22-603 AND 22-637 AND APPENDIX A OF SAID CODE PERTAINING TO PARKING METER RATES FOR PARKING ON CERTAIN CITY STREETS, PARKING LOTS, AND GARAGES.**

**BE IT ORDAINED** by the Council of the City of Portsmouth, Virginia:

1. That Sections 22-603 and 22-637 of the Code of the City of Portsmouth, Virginia (2006) are amended and reordained to read as follows:

**Sec. 22-603. Meter fees; installation, operation, etc., of meters**

(a) The fee for parking at a meter in a parking meter zone shall be as established in Appendix A of this Code.

(b) Parking meters installed in the parking meter zones established as provided in this division, shall be placed upon the curb immediately adjacent to the individual parking places. Each parking meter shall be placed or set in such manner as to show or display by a signal that the parking space adjacent to such meter is or is not legally in use. Each parking meter shall be installed and set to display, upon the deposit of a coin of the United States therein, as required by the legend on the meter, a signal indicating legal parking for that period of time which has been or may be established for that area or zone of the street upon which such parking meter is installed, and shall continue to operate from the time of the deposit of such coins therein until the expiration of the time fixed as a parking limit for the part of the street upon which such parking meter is placed. Each such meter shall also be arranged that, upon the expiration of the legal parking time, it will indicate by a mechanical operation and the dropping of proper signal that the lawful parking period has expired.

**Sec. 22-637. Operation of meters; overtime parking generally.**

(a) The fee for parking at a meter in any off-street parking lot and garage of the city shall be as established in Appendix A of this Code.

(b) When any vehicle is parked in any metered space in any off-street parking lot or garage of the city designated in section 22-631, the driver shall, upon entering the parking space, immediately deposit or cause to be deposited a coin of the United States, or the equivalent in tokens issued pursuant to regulations promulgated by the city manager or his designee, in the meter provided for the space, as required by the legend on the meter, and such parking space shall then be lawfully occupied by the vehicle during

the period as may be indicated by the legend, which is herein prescribed as the period of parking time allowed for the use of the space. If the vehicle shall remain parked in such parking space beyond the parking time limit during which the same is lawfully occupied, the parking meter shall display a sign or signal showing illegal parking, and in such event the vehicle parking in the parking space shall be considered as parked overtime and beyond the period of legal parking time, and the parking of a vehicle overtime or beyond the period of legal parking time in such parking space shall be unlawful.

2. That Appendix A of the Code of the City of Portsmouth, Virginia (2006) is amended to add the following rates for metered parking:

*CHAPTER 22. MOTOR VEHICLES AND TRAFFIC*

<i>Code Section</i>	<i>Description</i>	<i>Fee</i>
22-603	Metered street parking, except Crawford Street	\$1.00 per hour
	Metered street parking on Crawford Street	\$1.25 per hour
22-637	Metered parking at city garages and lots, except Civic Center parking lot	\$1.00 per hour
	Metered parking at Civic Center parking lot	\$1.25 per hour

3. That this ordinance shall take effect on July 1, 2011.

**ADOPTED** by the Council of the City of Portsmouth, Virginia at a meeting held on May 10, 2011.

Teste:

City Clerk

**AN ORDINANCE TO AMEND CHAPTER 19 AND APPENDIX A OF THE CODE OF THE CITY OF PORTSMOUTH, VIRGINIA (2006) BY AMENDING SECTION 19-150 AND APPENDIX A THEREOF TO INCREASE OR ESTABLISH CERTAIN FEES FOR THE CHILDREN'S MUSEUM OF VIRGINIA AND THE PORTSMOUTH NAVAL SHIPYARD MUSEUM/LIGHTSHIP MUSEUM.**

**BE IT ORDAINED** by the Council of the City of Portsmouth, Virginia:

1. That Section 19-150 of the Code of the City of Portsmouth, Virginia (2006) is amended and reordained to read as follows:

**Sec. 19-150. Museum admission fees.**

The daily fees as set out in appendix A to this Code shall be charged for admission to city museums for the following:

- (1) Children's Museum of Virginia:
  - a. Regular admission.  
Children less than two years of age  
Children 2 to 17 years of age  
Adults  
Military with ID and seniors (62 years of age and older)
  - b. Student admission (Portsmouth Public School group, with supervising adult).
  - c. One supervising adult per group of eight students in subsection (1) b of this section.
  - d. Other private and public school groups, per child, with supervising adult.
  - e. Planetarium
- (2) Other museums per person:
  - a. Courthouse Galleries.
  - b. Naval Shipyard Museum/Lightship Museum.  
Children less than two years of age  
Children 2 to 17 years of age  
Adults  
Military with ID, seniors (62 years of age and older), AAA members
- (3) Keypass Discount Program. Upon payment of a fee as set out in Appendix A to this Code, a person shall be entitled to admittance to all

city museums except for the Planetarium during normal working hours for 90 days from the date of issuance.

Children less than two years of age

Children 2 to 17 years of age

Adults

Military with ID, seniors (62 years of age and older), AAA members

- (4) Members of the Portsmouth Museums and/or the Friends of the Naval Shipyard Museum shall, upon providing proof of active membership, be entitled to admission without charge to any city museum. An individual membership shall entitle the individual member to admission without charge. A family membership shall entitle members of the immediate family to admission without charge.
- (5) The city manager or his designee is authorized to establish such waivers of admission fees as deemed appropriate, provided that the conditions or grounds for such waivers are specified in writing.
- (6) The fees established by this section and set out in appendix A to this Code shall not be applicable to any exhibitions which, by contractual agreement, preclude fees from being charged for admission.
- (7) The director of museums is authorized to set promotional or discount rates for certain exhibits or events not to exceed the established admission fees. These rates may be offered in conjunction with promotions or events involving other organizations or entities.

2. That Appendix A of the Code of the City of Portsmouth, Virginia (2006) is amended to adopt the following fees:

#### *CHAPTER 19. LIBRARIES AND MUSEUMS*

Code Section	Description	Fee
19-150(1)	Museum daily admission fees for Children's Museum of Virginia	
19-150(1) a	Regular admission	
	Children less than two years of age	None
	Children 2 to 17 years of age	\$10.00
	Adults	\$11.00
	Military with ID and seniors (62 years of age and older)	\$10.00

19-150(1) b	Student admission (Portsmouth Public School group, with supervising adult) including Planetarium.	None
19-150(1) c	One supervising adult per Portsmouth Public School group of eight students, including Planetarium.	None
19-150(1) d	Other private and public school groups, per child, with supervising adult	\$10.00
	Planetarium	\$ 4.00
19-150(2)	Other museums, per person:	
	a. Courthouse Galleries	\$ 3.00
	b. Naval Shipyard Museum/ Lightship Museum	
	Children less than two years of age	None
	Children 2 to 17 years of age	\$ 2.00
	Adults	\$ 4.00
	Military with ID , seniors (62 years of age and older), AAA members	\$ 3.00
19-150(3)	Keypass Discount Program. Admittance to all city museums, except Planetarium, during normal working hours for 90 days from the date of issuance:	
	Children under two years of age	None
	Children 2 to 17 years of age	\$12.00
	Adults (18 years of age and older)	\$14.00
	Military with ID , seniors (62 years of age and older), AAA members	\$12.00

3. That this ordinance shall take effect on the date of its adoption.

**ADOPTED** by the Council of the City of Portsmouth, Virginia at a meeting held on May 10, 2011.

Teste:

City Clerk

**AN ORDINANCE TO AMEND APPENDIX A OF THE CODE OF THE CITY OF PORTSMOUTH, VIRGINIA (2006), TO INCREASE STORMWATER UTILITY FEES AS AUTHORIZED UNDER SECTION 31.1-51 OF SAID CODE.**

**BE IT ORDAINED** by the Council of the City of Portsmouth, Virginia:

1. That, under the authority of Section 31.1-51 of the Code of the City of Portsmouth, Virginia (2006), Appendix A of said Code is amended to increase stormwater utility fees as follows:

***CHAPTER 31.1 STORMWATER MANAGEMENT***

<i>Code section</i>	<i>Description</i>	<i>Fee</i>
31.1-51(a)	Stormwater utility fee:	
	Residential accounts	One ERU times \$8.25
	Nonresidential accounts	Actual number of ERUs times \$8.25

2. That this ordinance shall take effect on July 1, 2011 and shall be applicable to all bills rendered after July 1, 2011.

**ADOPTED** by the Council of the City of Portsmouth, Virginia, at a meeting held on May 10, 2011.

Teste:

City Clerk

**AN ORDINANCE TO AMEND CHAPTER 25 AND APPENDIX A OF THE CODE OF THE CITY OF PORTSMOUTH, VIRGINIA (2006) BY ADOPTING NEW SECTIONS 25-91.1 AND 25-91.2 AND AMENDING APPENDIX A TO ESTABLISH FEES FOR THE POKEY SMOKY II AT CITY PARK AND THE SPLASH PARK AT THE NEIGHBORHOOD FACILITY.**

**BE IT ORDAINED** by the Council of the City of Portsmouth, Virginia:

1. That new Sections 25-91.1 and 25-91.2 of the Code of the City of Portsmouth, Virginia (2006) are adopted to read as follows:

**Sec. 25-91.1. Fee to ride Pokey Smoky II at City Park.**

The fee to ride the Pokey Smoky II at City Park shall be as set forth in Appendix A to this Code.

**Sec. 25-91.2. Admission fee for Splash Park at the Neighborhood Facility.**

The fee for admission to the Splash Park at the Neighborhood Facility shall be as set forth in Appendix A to this Code.

2. That Appendix A of the Code of the City of Portsmouth, Virginia (2006) is amended to adopt the following fees:

*CHAPTER 25. PARKS AND RECREATION*

Code Section	Description	Fee
25-91.1	Pokey Smoky II	\$2.00 per ride
25-91.2	Neighborhood Facility Splash Park	\$2.00 per visit

3. That this ordinance shall take effect on July 1, 2011.

**ADOPTED** by the Council of the City of Portsmouth, Virginia at a meeting held on May 10, 2011.

Teste:

City Clerk

**AN ORDINANCE TO AMEND APPENDIX A OF THE CODE OF THE CITY OF  
PORTSMOUTH, VIRGINIA (2006) TO REDEFINE THE WINTER AND  
SUMMER GOLF SEASONS REFERENCED THEREIN AND AUTHORIZED BY  
SECTION 25-148 OF SAID CODE.**

**BE IT ORDAINED** by the Council of the City of Portsmouth, Virginia:

1. That, as authorized under Section 25-148 of the Code of the City of Portsmouth, Virginia (2006), Appendix A of said Code is amended to provide that the summer golf season rates currently applicable to the period between March and November shall apply only to the period between April and October.
2. That, as authorized under Section 25-148 of the Code of the City of Portsmouth, Virginia (2006), Appendix A of said Code is amended to provide that the winter golf season rates currently applicable to the period between December and February shall apply only to the period between November and March.
3. That this ordinance shall take effect on July 1, 2011.

**ADOPTED** by the Council of the City of Portsmouth, Virginia at a meeting held on May 10, 2011.

Teste:

City Clerk

**ORDINANCE NO.** 2011-27

**AN ORDINANCE TO AMEND APPENDIX A OF THE CODE OF THE CITY OF PORTSMOUTH, VIRGINIA (2006) TO DECREASE MONTHLY RATES FOR TRASH AND GARBAGE DISPOSAL.**

**BE IT ORDAINED** by the Council of the City of Portsmouth, Virginia:

1. That the trash and garbage disposal rate for dwelling units established in Appendix A of the Code of the City of Portsmouth, Virginia (2006) be amended and reordained as follows:

<i>Code Section</i>	<i>Description</i>	<i>Fee</i>
16-64	Rates for dwelling units, per dwelling unit, per month	\$35.36

2. That this ordinance shall take effect on July 1, 2011.

**ADOPTED** by the Council of the City of Portsmouth, Virginia at a meeting held on May 10, 2011.

Teste:

City Clerk

**AN ORDINANCE TO AMEND AND RE-ENACT ORDINANCE NO. 2010-36 AND TO IMPOSE AND LEVY TAXES FOR EACH FISCAL YEAR BEGINNING JULY 1<sup>ST</sup> AND ENDING JUNE 30<sup>TH</sup>, ON REAL ESTATE, TANGIBLE PERSONAL PROPERTY, PRIVATELY-OWNED PLEASURE BOATS, PRIVATELY-OWNED CAMPING TRAILERS AND MOTOR HOMES, AND MACHINERY AND TOOLS WITHIN THE CITY OF PORTSMOUTH, VIRGINIA, FOR THE PURPOSE OF RAISING REVENUE FOR THE SUPPORT OF GOVERNMENTAL OPERATIONS AND THE PUBLIC FREE SCHOOLS AND TO PAY PRINCIPAL AND INTEREST ON THE PUBLIC DEBT.**

**BE IT ORDAINED** by the Council of the City of Portsmouth, Virginia:

1. That Ordinance No. 2010-36 is re-enacted imposing and levying taxes for each fiscal year beginning July 1st and ending June 30th, unless otherwise changed herein by Council, on real estate, tangible personal property, privately-owned pleasure boats, privately-owned camping trailers and motor homes, and machinery and tools within the City of Portsmouth, Virginia, for the purpose of raising revenue for the support of governmental operations and the public free schools and to pay principal and interest on the public debt.

2. That the real estate tax rate is amended and reordained to read as follows:

**Tax on Real Estate**

(a) Other than public service corporations:

The tax on real estate for the City of Portsmouth, Virginia, exclusive of public service corporations, shall be \$1.27 on each \$100.00 assessed valuation thereof.

(b) Public service corporations:

The tax on real estate of public service corporations shall be \$1.27 on each \$100.00 assessed valuation thereof.

3. That this ordinance shall take effect on July 1, 2011.

**ADOPTED** by the Council of the City of Portsmouth, Virginia, at a meeting held on May 10, 2011.

Teste:

City Clerk

**ORDINANCE NO.** ~~2011-29~~

**AN ORDINANCE TO APPROPRIATE \$553,631,327 FOR THE OPERATION OF CITY GOVERNMENT DURING THE FISCAL YEAR BEGINNING JULY 1, 2011.**

**BE IT ORDAINED** by the Council of the City of Portsmouth, Virginia:

1. That the amounts hereinafter stated be, and the same hereby are, appropriated from the funds indicated and for the purposes specified in order to operate the City Government for and during the fiscal year beginning July 1, 2011.

**A. GENERAL FUND**

**General Government**

City Council	345,671
City Clerk	302,610
City Manager	989,882
Management and Legislative Affairs	438,958
Marketing and Communications	1,525,305
City Attorney	1,417,429
Human Resources	989,318
Civil Service Commission	64,400
Registrar	508,200
Commissioner of the Revenue	1,385,528
City Assessor	1,091,700
City Treasurer	1,759,105
Finance	1,890,598
Procurement	<u>1,088,476</u>
Total General Government	13,797,180

**Judicial**

Public Health	15,754,297
Public Safety	1,149,060
Public Works	64,578,597
Parks, Recreation and Cultural	14,995,408
Community & Economic Development	10,521,587
Debt Service	5,045,663
Transfer to Portsmouth Public Schools (Local Share)	24,242,879

**Transfer to Portsmouth Public Schools**

(Local Share)	49,571,413
Other Transfers and Contingencies	13,418,064

**Non-Departmental and Public**

Transportation	16,098,696
Support to Civic Organizations	<u>331,206</u>

Total General Fund Appropriations **\$ 229,504,050**

**B. BEHAVIORAL HEALTHCARE SERVICES FUND**

Operating Expenditures	\$ 10,991,248
Total Appropriations	\$ 10,991,248

**C. CEMETERY PERPETUAL CARE FUND**

Operating Expenditures	\$ 100,000
Total Appropriations	\$ 100,000

**D. CITY GARAGE FUND**

Operating Expenditures	\$ 6,425,200
Debt Service	1,910,703
Total Appropriations	\$ 8,335,903

**E. COMMUNITY PLANNING AND DEVELOPMENT PROGRAM**

Operating Expenditures	\$ 2,552,522
Total Appropriations	\$ 2,552,522

**F. COMPREHENSIVE SERVICES FUND**

Operating Expenditures	\$ 7,666,467
Total Appropriations	\$ 7,666,467

**G. EDUCATION**

School Operating Fund	\$ 133,578,660
Other Funds	32,199,290
Total Appropriations	\$ 165,777,950

**H. GOLF ENTERPRISE FUND**

Operating Expenditures	\$ 1,601,133
Debt Service	378,688
Total Appropriations	\$ 1,979,821

**I. HEALTH INSURANCE FUND**

Operating Expenditures	\$ 19,865,296
Total Appropriations	\$ 19,865,296

**J. INFORMATION TECHNOLOGY FUND**

Operating Expenditures	\$ 5,164,699
Total Appropriations	\$ 5,164,699

**K. LAW LIBRARY FUND**

Operating Expenditures	\$ 31,026
Total Appropriations	\$ 31,026

**L. NEW PORT COMMUNITY DEVELOPMENT AUTHORITY**

Operating Expenditures	\$ 1,022,642
Total Appropriations	\$ 1,022,642

**M. OTHER POST EMPLOYMENT BENEFITS FUND**

Operating Expenditures	\$ 2,500,000
Total Appropriations	\$ 2,500,000

**N. PARKING AUTHORITY FUND**

Operating Expenditures	\$ 852,117
Debt Service	746,145
Total Appropriations	\$ 1,598,262

**O. PUBLIC UTILITIES FUND**

Operating Expenditures	\$ 31,630,755
Debt Service	9,738,704
Total Appropriations	\$ 41,369,459

**P. RECREATION FUND**

Operating Expenditures	\$ 600,000
Total Appropriations	\$ 600,000

**Q. RISK MANAGEMENT AND INSURANCE FUND**

Operating Expenditures	\$ 5,708,241
Total Appropriations	\$ 5,708,241

**R. SOCIAL SERVICES FUND**

Operating Expenditures	\$ 28,578,718
Total Appropriations	\$ 28,578,718

**S. STORMWATER MANAGEMENT FUND**

Operating Expenditures	\$ 6,685,600
Total Appropriations	\$ 6,685,600

**T. WASTE MANAGEMENT FUND**

Operating Expenditures	\$ 12,479,829
Debt Service	733,456
Total Appropriations	\$ 13,213,285

**U. WILLETT HALL FUND**

Operating Expenditures	\$ 386,138
Total Appropriations	\$ 386,138

2. That:

(a) The appropriations hereby made, except those for debt service and the public schools budget, shall be made available on the approval of the City Manager, who shall report to the City Council quarterly in detail all expenditures made for the preceding quarter, and all funds, as far as practicable, shall be expended in equal amounts each month.

(b) The appropriations for debt service shall be made available as they may become due.

(c) The City Manager is hereby authorized at any time during the fiscal year to effect any consolidation of offices or to make other changes he may deem to be in the interest of the City, provided there is no increase in expense.

(d) To the extent that the appropriations identified in A through U are funded by revenues from the Commonwealth, the Federal Government or other contingent sources and to the extent that actual revenues are projected to be less than the estimated revenue, that the City Manager is authorized to reduce spending as necessary in order to prevent expenditures from exceeding available revenue sources.

(e) The appropriation for Public Schools consists of local funds from the City of \$49,571,413. Should non-City revenues be less than the amounts estimated in Paragraph 1.G hereof, the appropriation is hereby reduced accordingly.

3. That this ordinance shall take effect on July 1, 2011.

**ADOPTED** by the Council of the City of Portsmouth, Virginia, at a meeting held on May 10, 2011.

Teste:

City Clerk

**AN ORDINANCE TO APPROPRIATE \$45,906,182 IN THE FY 2011-12 CAPITAL IMPROVEMENT FUND AND \$18,250,000 IN THE FY 2011-12 PUBLIC UTILITIES CAPITAL IMPROVEMENT FUND.**

**WHEREAS**, the City Manager has submitted to the City Council the Capital Improvement Program for FY 2012 through 2016 and the funding for Year One of the Capital Improvement Program; and

**WHEREAS**, Public Hearings have been held to receive public comments on the five-year Capital Improvement Program and on funding for Year One of the Capital Improvement Program.

**BE IT ORDAINED** by the Council of the City of Portsmouth, Virginia:

1. That the sums of \$45,906,182 in the FY 2012-2016 Capital Improvement Fund and \$18,250,000 in the FY 2012-2016 Public Utilities Capital Improvement Fund, be, and the same hereby are, appropriated for expenditure in the following categories and amounts to implement the FY 2012-2016 Capital Improvement Program:

Capital Improvement Fund:

Drainage and Street Improvements	\$ 5,250,182
Education	1,375,000
Industrial and Economic Development	705,320
Leisure Services	270,400
Municipal Facilities	34,882,736
Parking Authority CIP	216,320
Fleet Management	3,206,224
Total Capital Improvement Fund	\$45,906,182
Sewer	\$ 7,900,000
Water	10,350,000
Public Utilities Capital Improvement Fund	\$18,250,000

2. It is the intent of the City to make certain expenditures in connection with the planning, design, acquisition, construction and equipping of the projects herein approved which the City reasonably expects to be reimbursed as permitted by Section 1.150-2 of the regulations pursuant to the Internal Revenue Code of 1986, as amended, from the proceeds of one or more issues of bonds issued to fund the projects. As of the date of this ordinance, the maximum projected amount of general obligation bonds and notes to be issued is not expected to exceed \$47,388,704.

3. That the five-year FY 2012-2016 Capital Improvement Program is approved with fiscal years 2013 through 2016 being non-appropriated subsequent planning years.

4. That this ordinance shall take effect on July 1, 2011.

**ADOPTED** by the Council of the City of Portsmouth, Virginia, at a meeting held on May 10, 2011.

Teste:

City Clerk

**ORDINANCE NO.** 2011-31

**AN ORDINANCE ADOPTING THE FY 2011-12 CLASSIFICATION AND PAY  
PLAN FOR EMPLOYEES OF THE CITY OF PORTSMOUTH, VIRGINIA.**

**BE IT ORDAINED** by the Council of the City of Portsmouth, Virginia:

1. That there is hereby adopted a new classification and pay plan for all employees of the City of Portsmouth, Virginia, entitled "City of Portsmouth Classification and Pay Plan," attached hereto as Exhibit A and made a part hereof.
2. That Ordinance No. 2010-40, adopted on May 11, 2010, is hereby repealed.
3. That this ordinance shall take effect on July 1, 2011.

**ADOPTED** by the Council of the City of Portsmouth, Virginia, at a meeting held on May 10, 2011.

Teste:

City Clerk

**AN ORDINANCE TO APPROPRIATE THE SUMS OF \$915,393 IN THE FY 2010-11 SCHOOL BOARD RISK MANAGEMENT AND INSURANCE FUND; \$955,702 IN THE FY 2011-12 SCHOOL BOARD RISK MANAGEMENT AND INSURANCE FUND ; AND \$2,100,000 IN THE FY 2011-12 EDUCATION--SCHOOL OPERATING FUND FROM THE FY 2010-11 PORTSMOUTH PUBLIC SCHOOLS RISK MANAGEMENT FUND BALANCE.**

**BE IT ORDAINED** by the Council of the City of Portsmouth, Virginia:

1. That the sum of \$915,393 is hereby appropriated in the FY 2010-11 School Board Risk Management Fund, and estimated revenues in said Fund are increased by the same amount.
2. That the sum of \$955,702 is hereby appropriated in the FY 2011-12 School Board Risk Management Fund, and estimated revenues in said Fund are increased by the same amount.
3. That the sum of \$2,100,000 is hereby appropriated in the FY 2011-12 Education—School Operating Fund, and estimated revenues in said Fund are increased by the same amount.
4. That the source of said funds is the FY 2010-11 Portsmouth Public Schools Risk Management Fund balance.
5. That Paragraph 1 hereof shall take effect on the date of the adoption of this ordinance.
6. That Paragraphs 2 and 3 hereof shall take effect on July 1, 2011.

**ADOPTED** by the Council of the City of Portsmouth, Virginia at a meeting held on May 25, 2011.

Teste:

City Clerk

**AN ORDINANCE TO APPROPRIATE THE SUMS OF \$673,373 IN THE FY 2011-12 EDUCATION--SCHOOL OPERATING FUND AND \$293,278 IN FY 2011-12 EDUCATION--OTHER FUNDS RECEIVED FROM THE COMMONWEALTH OF VIRGINIA.**

**BE IT ORDAINED** by the Council of the City of Portsmouth, Virginia:

1. That the sum of \$673,373 is appropriated in the FY 2011-12 Education—School Operating Fund, and estimated revenues in said Fund are increased by the same amount.
2. That the sum of \$293,278 is appropriated in FY 2011-12 Education—Other Funds, and estimated revenues in said Fund are increased by the same amount.
3. That the source of said appropriations is the Commonwealth of Virginia.
4. That this ordinance shall take effect on July 1, 2011.

**ADOPTED** by the Council of the City of Portsmouth, Virginia at a meeting held on May 25, 2011.

Teste:

City Clerk

**AN ORDINANCE TO RE-APPROPRIATE IN THE FY 2011-12 EDUCATION--SCHOOL OPERATING FUND THE SUM OF \$3,062,208 RECEIVED FROM THE U.S. DEPARTMENT OF EDUCATION IN EDUCATION JOBS FUNDS MONIES AND PREVIOUSLY APPROPRIATED IN THE FY 2010-11 EDUCATION--SCHOOL OPERATING FUND.**

**BE IT ORDAINED** by the Council of the City of Portsmouth, Virginia:

1. That the sum of \$3,062,208 in U.S. Department of Education Education Jobs Fund monies previously appropriated in the FY 2010-11 School Operating Fund is reappropriated in the FY 2011-12 School Operating Fund for the same purpose.
2. That estimated revenues in the FY 2011-12 Education Fund are increased by \$3,062,208.
3. That this ordinance shall take effect on July 1, 2011.

**ADOPTED** by the Council of the City of Portsmouth, Virginia at a meeting held on May 25, 2011.

Teste:

City Clerk

## GLOSSARY

<b>ACCRUAL BASIS:</b> regardless of the timing of the related cash flows, this is an accounting method recognizing the financial effect of transactions, events, and interfund activities upon occurrence.
<b>AMORTIZATION:</b> the process of periodically transferring the acquisition cost of an intangible asset to an expense account.
<b>APPROPRIATION:</b> to incur obligations for specific purposes, an expenditure authorization granted by the City Council. Appropriations are usually limited to an amount, purpose and time.
<b>ASSET:</b> property owned by the City of Portsmouth.
<b>AUDIT:</b> the review of financial statements to assess their fairness and adherence to generally accepted accounting principals.
<b>BALANCED BUDGET:</b> A government's budget is balanced when revenues equal expenditures. City Code requires that City Council adopt a balanced budget for each ensuing budget year.
<b>BEHAVIORAL HEALTHCARE SERVICES FUND:</b> a special revenue fund used to account for the operations of the Behavioral Healthcare Services Program. Received revenues pay for client service administrative functions and contracts.
<b>BIENNIAL BUDGET:</b> is a budget that last for two years, so any funding initiated by this budget is covered for a two-year period.
<b>BONDS:</b> a general obligation bond is a common type of municipal bond that is secured by a local government's pledge to use legally available resources, including tax revenues, to repay bond holders.
<b>BUDGET:</b> a financial plan for a specific period of time (i.e., fiscal year) matching all planned revenues with various municipal services. The City of Portsmouth prepares an Annual Operating Budget and a Capital Improvement Program. (CIP)
<b>BUDGET FOR OUTCOMES:</b> having a budgeting process align with strategic-planning outcomes and performance assessments.
<b>BUDGET STABILIZATION:</b> The use of savings to stabilize cyclical fluctuations in the budget.
<b>CAPITAL:</b> a financial investment creating equity.
<b>CAPITAL EXPENDITURES:</b> the money expended to buy, improve or maintain an asset. It must be for physical objects like equipment, infrastructure or buildings.
<b>CAPITAL IMPROVEMENT PROGRAM (CIP):</b> a capital projects fund, accounted for in the Capital Improvements Fund, scheduling the financing and construction of major municipal facilities, roads, schools, buildings and water and sewer lines, as well as

## GLOSSARY

## GLOSSARY

**CAPITAL LAYOUT:** the purchase or construction of a capital asset. This is essentially the exchange of one asset for another. It also represents an asset exchange that can be spent (cash) for an asset that cannot be spent resulting in a net decrease in current financial resources for the governmental fund types.

**CAPITAL PROJECTS FUND:** a fund to account for financial resources to be used for the acquisition or construction of major facilities (other than those financed by proprietary funds).

**CAPITAL RESERVE:** money that is built up by a municipality that can be used for large capital expenditures.

**CEMETERY FUND:** a permanent funds used to account for the sale of cemetery lots, perpetual care payments, donations, and legacies for the care of cemetery lots.

**CHARGES FOR SERVICES:** City fees charged to the government services users such as recreation fees, court cost, judicial cost, public safety cost, public works cost, community development cost, and library fines.

**CHART OF ACCOUNTS:** an account list used by the City of Portsmouth to record its financial transactions.

**CITY GARAGE FUND:** an internal service fund used to account for the City's general rolling equipment and operating cost distributed amongst the various departments and funds using the equipment.

**COMMUNITY DEVELOPMENT FUND:** pursuant to the provisions of the 1974 Housing and Community Development Act, including CDBG, HOME, and ESG, a capital projects fund used to account for the implementation of various capital project programs.

**COMPONENT UNIT:** a legally separate organization in which the primary government's elected officials are financially accountable. In addition, component units can be other organizations when excluded from the primary government causes the reporting entity's financial statements to be misleading or incomplete.

**COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR):** a financial report encompassing all funds and governmental component units. The CAFR should contain (a) the basic financial statements and required supplemental information, (b) combining

**COMPREHENSIVE SERVICES FUND:** a special revenue fund used to account for At Risk Youth operational programs.

**CONTINGENCY:** fund included in the budget for the purpose of providing a means to supplement minor fiscal year unexpected cost.

**CONTRACTUAL SERVICES:** outside source services acquired on a fee or fixed time contract basis.

**DEBT SERVICES:** principal and interest payments for the City debt incurred in acquiring capital outlay or constructing municipal facilities.

**DEPARTMENT:** a major City administrative division having overall management responsibility for an operation or a group of related operations within a functional area.

## GLOSSARY

<b>DEPRECIATION:</b> allocation of the cost of a long-term asset to operations during its expected useful life.
<b>DIRECT COST:</b> costs specifically associated with a service, product, or department and are clearly identifiable with a particular function.
<b>DONATIONS FUND:</b> a contribution account made by the public for various specified activities such as museum and art centers activities.
<b>ECONOMIC DEVELOPMENT:</b> the sustained concerted effort of policy makers and the community to promote the standard of living and economic health in the city.
<b>ENCUMBRANCES:</b> commitments related to unperformed contracts for goods or services.
<b>ENTERPRISE FUND:</b> proprietary fund used to report activities where fees are charged to external users for goods or services. Includes the Public Utilities Fund, Golf Fund, Waste Management Fund, Port Facilities and Economic Development Fund.
<b>ENTITY:</b> anything having its own separate identity such as a town.
<b>EQUITY:</b> the City's financial interest in its operations.
<b>ESTIMATED REVENUES:</b> the amount of the revenue estimated to be accrued during a fiscal year.
<b>EXPENDITURES:</b> a decrease in net financial resources under the current financial resource measurement model.
<b>FICA:</b> see <i>Social Security Tax</i> .
<b>FIDUCIARY FUNDS:</b> funds used to account for the assets held in trust by the government for the benefit of individuals or other entities.
<b>FINES AND FORFEITURES:</b> revenues generated for violations of local government ordinances. Example includes fines remitted to the City by the courts for violation of City ordinances, or fines collected by the City Treasurer for violations of City parking
<b>FISCAL YEAR:</b> the twelve-month period of the budgetary year. The fiscal year for the City begins July 1st and ends June 30th.
<b>FRINGE BENEFITS:</b> job-related benefits for employees as part of their total compensation such as disability income, employee allowances, employer's FICA portion, retirement, and insurance (health, life and dental).
<b>FUND:</b> a fiscal and accounting entity with self-balancing accounts recording cash and other financial resources together with all related liabilities and residual equities or balances and changes therein segregated for the purpose of carrying on specific activities
<b>FUND BALANCE:</b> the difference between assets and liabilities reported in a governmental fund.

**GENERAL FUND:** one of five governmental fund types typically serving as the government's chief operating fund. The general fund is used to account for all financial resources except those required to be accounted for in another fund.

**GENERAL PROPERTY TAXES:** taxes on real and personal properties, both tangible and intangible. They include current real property, public service corp. real property, delinquent real property, current personal property, public service corp. personal property, boat

**GENERAL ACCEPTED ACCOUNTING PRINCIPLES (GAAP):** accounting standards developed and applied by professional accountants

**GOLF FUND:** an enterprise fund used to account for the operations of the City's golf courses. This operation includes Bide-a-Wee, the Links at City Park, Sleepy Hole, and Suffolk golf courses.

**GOVERNMENTAL FUND TYPES:** used to account for tax-supported activities. Includes the General Fund, Special Revenue Funds, Capital Project Funds and Permanent Funds.

**GRANT:** an endowment provided by a governmental unit or other type organization. It aids or supports a particular governmental function or program.

**GRANT FUNDS:** a special revenue fund used to account for Federal, State and other grants.

**HEALTH INSURANCE FUND:** an internal service fund providing the necessary money to pay employee and retire health insurance claims and for future claim fund accumulation.

**INDIRECT COST:** costs not specifically associated with a given service program, or department, consequently associated with a particular functional category.

**INFORMATION TECHNOLOGY FUND:** an internal service fund used to account for the City's general computer and office automation equipment, and operating cost are allocated to various departments and other agencies using the equipment.

**INTANGIBLE ASSETS:** assets that lack a physical substance, such as goodwill, patent copyrights, and computer software.

**INTEREST:** the fee charged for the use of money.

## **GLOSSARY**

**INTERFUND TRANSFERS:** an asset flow between primary government funds excluding equivalent asset flows in return or remuneration.

**INTERGOVERNMENTAL REVENUES:** revenues from the state, federal government, and other governmental sources.

**INTERNAL SERVICE FUND:** a proprietary fund type reporting activities where goods or services are provided to other primary government funds, departments, or agencies and component units or to other governments on a cost -reimbursement basis. Included the

**INVESTMENT INCOME:** interest earned

**LAW LIBRARY FUND:** a special revenue fund used to account for the Public Law Library operations, maintenance and book purchases.

## GLOSSARY

<b>LIABILITIES:</b> the City's debts or obligations.
<b>LONG-TERM LIABILITY:</b> City debts due more than a year in the future.
<b>MEDICARE TAX:</b> a tax levied on City employees and the City to provide medical care for the employee and the employee's spouse after each has reached age 65.
<b>MISSION:</b> a broad and purposeful function statement about an agency's goals and objectives.
<b>MODIFIED ACCRUAL BASIS:</b> a basis of accounting in which (a) when revenue becomes available and measurable, they are recognized in the accounting period and (b) when a funds liability is incurred, expenditures, if measurable, are recognized in the accounting period.
<b>NET ASSETS:</b> the difference between assets and liabilities reported in entity-wide financial statements and proprietary fund financial statements.
<b>ORDINANCE:</b> a formal legislative statute or regulation adopted by City Council having force and effect of law within the City boundaries.
<b>OTHER FINANCING SOURCE:</b> to avoid distorting revenue trends, an increase in current financial resources reported separately from revenues. The use of this category is governed by GAAP. Examples would include bond proceeds, transfers, and payments in lieu of taxes.
<b>OTHER FINANCING USES:</b> to avoid distorting expenditure trends, a decrease in current financial resources reported separately from expenditures. The use of this category is governed by GAAP.
<b>OTHER LOCAL TAXES:</b> established within the State Code, a tax the Commonwealth allows localities to use. Examples are the sales tax, business licenses, local vehicle registration fees and cigarette taxes, etc.
<b>OTHER POST EMPLOYEE BENEFITS (OPEB):</b> benefits that an employee will begin to receive at the start of retirement. This does not include pension benefits paid to the retired employee.
<b>PARKING AUTHORITY:</b> a component unit used to account for resources to operate and maintain off-street parking facilities and parking meters.
<b>PENSION TRUST FUND:</b> a fiduciary fund type used to account for the resources held in trust for members and beneficiaries of a defined benefit pension plan.
<b>PERFORMANCE MEASUREMENTS:</b> commonly used term for service effort and accomplishment reporting.
<b>PERMANENT FUND:</b> a fiduciary fund type used to report resources legally restricted to earnings alone, and not principal. The fund may be used for purposes supporting the reporting of the government's programs.
<b>PERSONAL PROPERTY TAX RELIEF ACT (PPTRA):</b> state paid portion of personal property taxes.

## **GLOSSARY**

<b>PUBLIC FACILITIES AND ECONOMIC DEVELOPMENT FUND:</b> an enterprise fund used to account for the Universal Maritime operations marine terminal and the Virginia Port Authority's lease-purchase of land.
<b>PRINCIPAL:</b> the amount shown on the face of a note.
<b>PRIVATE SECTOR:</b> the business sector.
<b>PROPRIETARY FUND TYPES:</b> funds focusing upon the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. There are two proprietary fund types: enterprises funds and internal service funds.
<b>PUBLIC SECTOR:</b> the government sector.
<b>PUBLIC SERVICE CORPORATION:</b> publicly owned corporations such as water and sewer.
<b>PUBLIC UTILITY FUND:</b> an enterprise fund used to account for the operation of the City's water and sewer system. Through user charges, this operation is designed to be self-supporting.
<b>REAL PROPERTY:</b> assets such as land, land environments, buildings, and other structures attached to the land.
<b>REALIZATION PRINCIPAL:</b> the concept that revenue occurs when goods or services, merchandise, or other assets are exchanged for cash or claims to cash.
<b>RECOVERED COST:</b> reimbursed cost.
<b>RETAIL BUSINESS:</b> a business that sells directly to individual consumers.
<b>RISK MANAGEMENT AND INSURANCE:</b> an internal service fund providing the necessary moneys to defend and pay self-insured public liability claims and claims arising from the operation of the City government. It establishes funding for insurance policy deductibles and accumulates for unpaid claims.
<b>SALVAGE VALUE:</b> an estimate of the amount that could be received by selling or disposing of an asset at the end of its useful life.